ANNUAL REPORT 1999-2000

Ordre des infirmières et infirmiers du Québec

PRODUCTION
Publishing Service
Members Services and Communications Department, OIIQ

ENGLISH TRANSLATION
Laura Yaros

COVER DESIGN
Eykel Design

COVER PHOTO
François Brunelle

Distribution
Documentation Centre
Ordre des infirmières et infirmiers du Québec
4200 Dorchester Boulevard West
Montréal (Québec) H3Z 1V4
Telephone: (514) 935-2501 or 1-800-363-6048
Facsimile: (514) 935-5273
cdoc@oiiq.org
www.oiiq.org

Ce rapport annuel est disponible en français.
This annual report is a translation of the original French; in case of conflicts in meaning between the two versions, the content of the French version shall prevail.

Legal Deposit
© Ordre des infirmières et infirmiers du Québec, 2000
4th quarter 2000
Bibliothèque nationale du Québec
National Library of Canada
ISSN 1181-8425

Note —In accordance with the OIIQ's editorial policy, to make for easier reading, the feminine pronoun is sometimes used in this document to denote both women and men, without prejudice.

101-04686/

Mr. Jean-Pierre Charbonneau
President, National Assembly
Government of Québec

Mr. President,

I have the honour of submitting to you the *Annual Report* of the Ordre des infirmières et infirmiers du Québec for the fiscal year ended March 31, 2000.

Respectfully yours,

***Linda* Goupil**
Minister responsible for the application of legislation respecting professions, Québec City, October 2000

• • • • •

Ms. Linda Goupil
Minister responsible for the application of legislation respecting professions
Government of Québec

Madam Minister,

I am honoured and pleased to submit to you the *Annual Report* of the Ordre des infirmières et infirmiers du Québec.

This report was prepared in accordance with section 104 of the *Professional Code* and covers the fiscal year ended March 31, 2000.

Respectfully yours,

Gyslaine Desrosiers
President
Montréal, October 2000

• • • • •

Mr. Jean-K. Samson
Chairman, Office des professions du Québec

Mr. Chairman,

I am honoured to submit to you the *Annual Report* of the Ordre des infirmières et infirmiers du Québec.

The report was prepared in accordance with section 104 of the *Professional Code* and covers the fiscal year ended March 31, 2000.

Respectfully yours,

Gyslaine Desrosiers
President
Montréal, October 2000

Table of Contents

President's Report 7

Executive Director's Report 10

Report on Activities of the Bureau 13

Report on Activities of the Administrative Committee 18

Report on Activities of the Syndic 21

Committee Reports

- Professional Inspection Committee 23
- Committee on Discipline 27
- Professional Examination Committee 30
- Review Committee 31
- Review Committee of the Acts 32
- Order of Merit Selection Committee 33
- Scholarships Committee 33
- Youth Committee 35
- Finance Committee 37
- Bureau Financial Investments Committee 38

Ad Hoc Committees, Committees of Experts, Task Forces and Working Groups 40

Statistics 49

Educational Activities, Conferences and Convention 51

Publications 1999-2000 53

Head Office Staff as at March 31, 2000 56

Auditor's Report and Financial Statements 59

President's Report

Fiscal 1999-2000 was a particularly demanding year. Since the profession came under intense media scrutiny, especially regarding the strike in the summer of 1999 and the shortage of nurses, the Bureau was all the more concerned about the current situation. The Ordre des infirmières et infirmiers du Québec (OIIQ) mandate to protect the public became an issue requiring most of our attention. The Bureau and Administrative Committee were obliged to hold several extraordinary meetings during the year.

Practice Conditions and Quality of Care

The Order Bureau focussed more than ever on the current state of the health system, in which waiting lists grow longer, emergency rooms overflow and budgets cannot support nursing practice.

Aside from its usual monitoring activities, the Bureau undertook two extraordinary initiatives this year. It formed a Special Committee to Oversee the Quality of Nursing Care, whose one-year mandate involves conducting a province-wide investigation and submitting recommendations to the Bureau in the fall of 2000. In addition, as a result of information made public through coroner's inquiries, an investigation into the quality of nursing care provided in the Hôpital Sacré-Cœur de Montréal emergency department was conducted in February 2000.

On July 1, 1999, during the strike by nurses affiliated with the Fédération des infirmières et infirmiers du Québec (FIIQ), hours before special legislation was adopted, the Order launched a final appeal to the government, to convince it to listen to the nurses' demands. Furthermore, on July 5, the Minister of Health and Social Services requested the Order's opinion on the quality of care during the strike. A telephone survey of 112 institutions indicated that critical care areas, such as emergency, neonatology and intensive care, were adequately maintained. However, given that services are reduced every summer, it was impossible to measure the direct effects of the strike.

The fifth provincial Councils of Nursing conference, whose theme was "The Price to Pay for Quality Health Care and Services", took place on April 26 and 27, 1999. It enabled participants to review the quality assessment process and examine the consequences that lack of quality brings about, i.e. its effects on clinical practice, ethics, and professional burnout. During the conference, participants also put forward strategies for improving quality of care.

The Order issued three warnings, regarding the quality of care in residential and long-term care centres, to various health system administrative authorities concerned, and also submitted a brief to the Commission des droits de la personne et des droits de la jeunesse concerning the exploitation of elderly persons living in these centres, who are victims of neglect and abusive treatment. The abandonment of the elderly and its human consequences—both individual and societal—are of the utmost concern to the Bureau.

The Order also adopted a notice informing the Minister of Public Security about problems regarding prisoner safety and access to adequate health care. Furthermore, a report on nursing practice in schools enabled the Order to highlight the widening gap between young people's needs and the services that CLSCs offer.

Lastly, since the Minister of Health and Social Services has prioritized emergency care quality, the Order actively participated in the Forum on the State of Emergency Services and in the work of the committee following up on the recommendations issued by this Forum. In order to make the work of emergency nurses visible, the Order sponsored the première of the documentary entitled *Urgence ! Deuxième souffle* by Tahani Rached.

The Shortage of Nurses

In spring 1999, the Order submitted a proposal to the Ministry of Health and Social Services regarding Operation Return to the Profession, in order to motivate young nurses, who left the profession during the 90s due to lack of employment opportunities, to return to nursing. Enlisting support from the regional boards, it invited these nurses to take part in a refresher program offered in a number of Quebec colleges. The Order sent out more than 3,500 copies of a mailing and made over 2,000 phone calls. By late autumn, approximately 600 nurses were able to put their knowledge to concrete use in order to rejoin the profession.

In autumn 1999, the Minister of Health and Social Services established the Forum national sur la planification de la main-d'œuvre infirmière (National Forum on Nursing Staff Planning). This committee, chaired by the Assistant Deputy Minister, worked intensively to document statistical trends pertaining to the supply of and demand for nurses, and clarify the qualitative aspects of the current and future demand for nurses. To shed light on the situation, the Order made statistics—broken down by region, clinical field and type of institution—available to all regional orders and other organizations concerned.

To promote recruitment of experienced nurses from abroad, the Order resolved to make it easier for eligible nurses to obtain a special authorization to practice via diploma equivalence or training equivalence, and to inform all directors of nursing to this effect. In spring 1999, the Order demanded that extraordinary measures be taken to put an end to the chronic problem involving the recruitment of nurses to work in remote areas.

The Order also suggested that the government authorize nursing students who have completed their second year of college- or university-level studies to provide nursing care within the context of an externship program. After discussion with the Office des professions du Québec had ended, it appeared necessary to draft a regulation under section 94, subparagraph *h)* of the *Professional Code*. This regulation was adopted after the 1999-2000 fiscal year. It provides all the guarantees required to ensure that the public remains protected, while improving nursing care accessibility and quality at this time of shortage. In addition, the fact that this program will allow nursing externs to consolidate what they have learned may encourage young nurses to remain in their study programs.

Lastly, in February 2000, the Order held a *nursing career day* with a view to increasing enrolment in nursing education programs. This promotional campaign was very successful. Over 1,400 telephone calls were received in a single day.

Field of Practice

The past year was particularly active around issues concerning our field of practice. Firstly, in its strategic orientations, drafted the previous year, the Bureau resolved to examine the possible revision of sections 36 and 37 of the *Nurses Act*, and take action to support this, so that it can propose orientations concerning specialization and document the development of a legal framework authorizing nurse practitioners to practice.

Progress reports on this work, which required specific financial investment, were submitted to the Bureau, and the final task will involve the submission of a brief, in 2000-2001, supporting the Order's positions, to the committee formed by the Minister responsible for the application of legislation respecting professions. The Order asked McGill University Health Centre Director of Nursing Valerie Shannon to sit on this committee, chaired by Dr. Roch Bernier, former president of the Collège des médecins du Québec.

In spring 1999, the Order was obliged to become actively involved in issues surrounding Draft Bill 28, which legalizes the practice of midwifery. It advocated two important amendments: the removal of a section that would make nursing practice subject to prescription by a midwife, and the addition of a section under which no provision of the *Midwives Act* would limit or restrict the right of nurses to practice their profession in the fields of obstetrics and perinatal care. In both cases, the Order achieved its goal.

Over the past year, the Order adopted a proposed amendment to the *Nurses Act*, in order to obtain explicit legal recognition of nursing practice in the field of foot care. Clarification of the law will allow nurses concerned to avoid lawsuits filed against them by the Order of Podiatrists for illegal practice of podiatry. As of late March 2000, no verdict had been rendered in the three cases currently before the courts.

The Order undertook various projects in collaboration with the Collège des médecins du Québec this year, i.e. the publication of a joint position paper on guidelines concerning emergency room triage procedures; an agreement regarding the conditions of a pilot project involving nurse practitioners in remote areas; and the adoption of a draft delegated medical act regulation authorizing nurse first surgical assistants to practice. Participants in the Forum on the State of Emergency Services requested that both orders study the legal framework allowing nurse practitioners to play a role in emergency departments. Lastly, the Collège added vaccinations against chicken pox and Lyme disease to the list of delegated medical acts.

The Order collaborated with the Ordre des technologues en radiologie on a joint seminar in hemodynamics. However, during Office des professions du Québec hearings on the application for amendment to the *Radiology Technicians Act*, the Order expressed serious reservations regarding the proposed amendments.

Basic Education

Basic education continued to be a major issue for the future of the profession in 1999-2000. The Order participated in the work of the Advisory Committee on Nurses' Education in Quebec, which issued its report in late June 1999. The committee reached a consensus on several of the aspects it examined, especially those regarding the impossibility of maintaining the status quo with respect to collegial-level education, and the unavoidable necessity to upgrade nursing education.

The Collège des médecins du Québec lent the Order its support, in order to highlight the importance of upgrading basic nursing education. It expressed its views on this matter during a meeting with the Deputy Minister of Health and Social Services in February 2000. At that time, the Ontario government reiterated its goal of raising nursing education to the Bachelor's level beginning in 2005. On March 31, 2000, the Ministry of Education still had not specified what follow-up it intended to carry out with respect to the Advisory Committee's report.

Professional Examination

Fiscal 1999-2000 marks a decisive turning point with respect to the professional examination leading to the permit. In January 2000, the OIIQ stopped using the Canadian Nurses' Association (CNA) examination and introduced a new professional examination, after much work on its design and implementation. The Executive Director's and Professional Examination Committee's reports contain additional information regarding this important Order accomplishment.

Tireless Efforts

Once again this year, the Bureau benefited from the support and expertise of all Order personnel. Despite the uncertainty provoked by a thorough review of the way in which services at our Head Office are structured and organized, overall energy did not diminish in the least.

Preparations for a major gathering during the year 2000, to which the Ordre des infirmières et infirmiers du Québec invited French-speaking nurses from all over the world, have occasionally imposed a heavy burden, since the Order had to organize the 1999 and 2000 conventions at the same time.

I would also like to point out the outstanding work of the regional orders, which, over this past year, pursued their goal to have regional nursing commissions created in their respective regions. Three new commissions were formed this year, in Montérégie, Abitibi and Outaouais. Lastly, I would like to point out that the Clinical Innovation contest, held in every Quebec region, demonstrated nursing creativity and expertise in pursuit of quality of care, despite the difficult conditions under which nurses currently work.

Gyslaine Desrosiers
President

Executive Director's Report

The Ordre des infirmières et infirmiers du Québec (OIIQ) has implemented its new strategic guidelines, and this completed task, begun two years ago, has enabled it to approach the twenty-first century feeling confident that it has acquired modern means to meet challenges arising in the future. Such challenges involve the protection of the public, support for research, member services and the management of Order affairs.

The activities summarized below represent only a sampling of all the accomplishments distinguishing 1999-2000 as a banner year for the Order, but they underscore the high-priority issues that cannot remain unmentioned in an annual report.

Protection of the Public

This year, as part of its constant search for more effective ways to fulfill its mandate to protect the public, the Order instituted new procedures for evaluating the professional competence of candidates for the profession of nursing and set new policies regarding continuing education. It also continued to support clinical practice, especially in the area of community health.

Evaluation of Professional Competence

In January 2000, 350 candidates for admission to the profession attended the sitting of the professional examination, administered by the OIIQ and encompassing a completely revised evaluation method. Developing this method required intensive work to generate a frame of reference, design the written and practical sections of the examination and train the personnel required.

It also required the establishment of effective mechanisms to help educational institutions prepare candidates for this new professional examination. Therefore, the Order organized training sessions for professors and teachers, and devised methods to help them develop a series of tests intended to accustom students to this new evaluation method and prepare them successfully for this new type of examination. An information document for candidates was also produced.

The Order received a remarkable amount of support throughout the process of developing and implementing the new examination. The contributions of the members of the Professional Examination Committee, the Committee of Experts, nurses practicing in clinical settings (who helped organize the practical section) and the 1,200 nurses who expressed their interest in acting as observers must be acknowledged. The results analysed already attest to the validity of this professional examination and the effectiveness of the evaluation method.

Continuing Education

Other mechanisms have also been established to ensure that the public remains protected, and one of these involves support for the maintenance and upgrading of skills and knowledge. Therefore, in April 1999, the Bureau adopted a continuing education policy based on nurses' professional responsibilities. This policy encourages nurses to develop a portfolio—a self-motivated, progressive way for them to record and keep track of their professional experience and continuing education, both formal and informal, and, through this process, assess the skills they have acquired or improved upon.

In addition, an advisory committee will be formed to set priorities and submit recommendations regarding continuing education to the Bureau every two years. This will enable the Order, and educational and health care institutions, to develop training programs, courses and activities that can meet nurses' real needs.

Support for Clinical Practice in Community Health Nursing

To help nurses fulfill their role in all its various aspects and guide them in their professional development, the Order has published a guide to community health nursing. This document is intended for nurses working in two areas: basic health services and Info-Santé.

In fact, one area in which nurses are being called upon to practice increasingly often is that of professional consultation over the telephone, as part of Info-Santé or some other program. This service involves a high level of difficulty and complexity, especially when it comes to assessing someone's state of health, since the nurse cannot observe or examine people directly, and is dealing with an extremely diversified clientele that consults the service for a wide variety of reasons.

To increase protection for the public and promote excellence in the area of telephone health evaluation, last November the Order published a directory of reference sheets providing information on the most common clinical situations. To provide distance health care advice, nurses must gather all the relevant data over the telephone, in order to inform, advise and refer the patient appropriately. The *Répertoire de fiches de référence de l'infirmière pour l'évaluation par téléphone de certaines clientèles* (a directory of reference sheets for nurses to assess particular client profiles over the telephone) is an invaluable tool that will help nurses achieve this goal.

Lastly, case management is one way for nurses to improve the way in which health care and services are dispensed, at a time when the system has shifted towards ambulatory care and reduced hospital stays. The Order has produced a practical handbook to help nurses learn about providing care adapted to services offered in the community, and become actively involved in the process of establishing case management.

Support for Research

The rapid increase in knowledge and development of new technologies require us to constantly adapt our practice based on convincing data. This year, support for research in nursing was provided in two different yet complementary forms:

- by awarding scholarships or research grants directly. Funds awarded totalled $280,000 and were drawn from interest received on the Scholarships and Advancement of the Profession Fund;

- by establishing a new partnership with FRESIQ, for the purpose of reducing the foundation's operating costs and maximizing efforts to raise the funds necessary to support researchers. This close partnership between the two organizations is assuming concrete form primarily via the active involvement of OIIQ officers who sit on the FRESIQ Board of Directors and Scientific Committee. This partnership has also resulted in direct services, provided by the Order to support foundation activities, and, more importantly, financial contributions to specific projects related to the OIIQ scientific program, once such projects have obtained approval by the Bureau.

Support for Regional Orders

As part of nurse workforce planning, the Order produced statistics for regional orders. These data provide the orders with membership profiles, broken down by health and social service region, and take members' places of residence and work into account. An information session held with regional presidents enabled everyone involved to interpret and utilize these statistics as effectively as possible.

Members Services

In order to meet expectations expressed by a number of nurses who have either temporarily stopped practicing or retired, the Order has created the Affiliation Program, intended for former members who wish to remain in touch with their profession.

The Affiliation Program offers these individuals the opportunity to participate in activities organized by both the OIIQ and regional orders. Furthermore, these persons receive information related to nursing through *The Journal, L'Infirmière du Québec* magazine, and their regional order newsletter. Lastly, each individual registered with the program can enjoy other advantages offered to Order members in good standing.

Head Office Management

This year, in order to implement the strategic guidelines adopted by the Bureau in December 1998, the Order thoroughly reviewed its organizational structure, portfolio of activities and operational methods. The Order's organizational structure and mandates were reconfigured for the sole purpose of ensuring that it will be better able to meet future challenges.

The new structure adopted by the Bureau in February 2000 makes organizational adjustments required for greater leadership cohesion; harmonizes interrelationships between various business processes; and adopts a

management approach better able to support every Order employee's contribution to the OIIQ mission. The implementation of the new structure was made possible through the active participation of Order directors and the cooperation of all Head Office employees. A consolidation phase is scheduled for the fall of 2000.

This report, as well as the entire annual report, merely summarizes the accomplishments of all Order Head Office personnel. I would like to thank all of these individuals for their professionalism and their commitment to using their skills to serve the Quebec population and all members of the nursing profession.

Hélène Rajotte
Executive Director and Secretary

Report on Activities of the Bureau

During the 1999-2000 fiscal year, the Bureau held six ordinary meetings and six extraordinary meetings. In keeping with the responsibilities and powers conferred on it by the *Professional Code*, the *Nurses Act* and related regulations, the Bureau oversaw the general administration of the OIIQ. Only the principal resolutions adopted by the Bureau during the year are summarized below.

Annual General Meeting and Convention

The Bureau decided to hold the Order's 79th Annual General Meeting on November 8, 1999, at the Palais des Congrès de Montréal, and adopted a provisional agenda.

The Annual Convention took place on November 8 and 9, and the theme selected was "The Path of Nursing—A Window on Health." Pre-convention activities were also offered on November 7, 1999 (see *Educational Activities, Conferences and Convention*).

Election of Administrative Committee Members

The Bureau elected four members to the Administrative Committee. The President, elected last year, began the second year of her 1998-2000 mandate. The following individuals were elected for a one-year term: Denise Lévesque-Boudreau, vice-president; Micheline Ulrich, treasurer; Thérèse Dufour, elected director; and Nicol Jean, director appointed by the Office des professions du Québec.

2000 Annual Assessment and Liability Insurance Premium

Despite the OIIQ's many legal obligations, the Bureau decided to maintain the annual assessment at $162.40 for the eighth consecutive year.

The Bureau decided to abolish the partial exemption from the annual assessment for retired nurses aged 55 or over, starting with the year 2000-2001. However, it created the Affiliation Program for nurses who are retired or no longer wish to remain on the membership roll. It set the annual assessment for this program at $45.

For the fifth consecutive year, the professional liability insurance premium was reduced. It is set at $6.64 for 2000.

Committees

Appointments

The Bureau appointed members to sit on the Discipline, Professional Inspection, and Youth Committees, the Committee of Experts for the Professional Examination and the Advisory Committee on Continuing Education.

Committee Reports

The Bureau received the annual reports of the Discipline, Professional Inspection and Professional Examination Committees, as well as all other committees it had established.

More specifically, after reviewing the reports, the Bureau, upon recommendation from the:

Order of Merit Selection Committee:

- named Olive Goulet as recipient of the 1999 Order of Merit and submitted her candidacy to the Quebec Interprofessional Council for its own award of merit.

Scholarship Committee:

- named the recipients and substitutes for eight $10,000 scholarships awarded for graduate and post-graduate nursing studies; five were for doctoral-level studies and three were for master's-level studies;

- named the recipients and substitutes for sixteen $3,000 scholarships awarded to nurses enrolled in bachelor's-level or undergraduate certificate nursing programs;

- named the recipient of the $3,000 scholarship from the Marie-Gabrielle-Dolorès-Côté Scholarship Fund, awarded to a student enrolled in graduate nursing studies and whose thesis or practicum concerns community health;

- named the recipient of the $3,000 scholarship from the Suzanne-Giroux Scholarship Fund, awarded to a student enrolled in graduate nursing studies and whose thesis or practicum concerns assessment of quality of care, the organization of care or care and teaching programs.

REGULATIONS

During the fiscal year, the Bureau adopted two proposed amendments to the *Regulation respecting the acts contemplated in section 31 of the Medical Act which may be performed by classes of persons other than doctors.* These amendments, submitted by the Collège des médecins du Québec, were intended to add vaccination against chicken pox and Lyme disease to section A-1.06 of Schedule A, and include a provision in section A-1.43 that would allow nurses to practice as first surgical assistants.

The Bureau also registered its approval with the federal Bureau of Non-prescription Drugs so that, in the regulation adopted under the *Controlled Drugs and Substances Act*, the nursing profession is designated as a class of persons authorized to prescribe drugs and substances regulated by law.

OTHER PRINCIPAL BUREAU RESOLUTIONS

Aside from the resolutions concerning the above-mentioned activities, the Bureau:

- approved a program for 1999-2000 to oversee and promote quality of nursing practice adopted by the Professional Inspection Committee; the section of this program dealing with prevention provides that practice supervision include verification of home care services dispensed by CLSCs and care in psychiatric hospitals; this program monitors clients via specific, prioritized verifications; flexibility is maintained to respond to any new problems that may arise; as for activities supporting the CNs, DNs and nurses, these will take the OIIQ organizational strategy into account, while continuing to keep the protection of the public in mind and ensure that the *Outlook on the Practice of Nursing* is taken into consideration, for the purpose of continually improving practice;

- decided to inform the board of directors of a residential and long-term care centre, the regional board to which it reports, and the Public Curator about the current situation within this centre;

- decided to inform the Minister of Public Security about the situation in detention centres regarding care to which prisoners have access, and to inform the Minister of Health and Social Services about this;

- decided, after coroner's reports noting the serious events in which nurses may be involved had been issued, to order an investigation into the quality of care at Hôpital Sacré-Cœur de Montréal (emergency department), under the last paragraph of section 11 of the *Nurses Act*, and ask the investigation committee to submit a report to the Bureau within no more than 60 days;

- formed a Special Committee to Oversee the Quality of Nursing for the purpose of examining the current situation regarding the practice of the profession and make the necessary recommendations to the Bureau;

- adopted the Ordre des infirmières et infirmiers du Québec policy on continuing education;

- endorsed, in principle, a pilot project involving advanced nursing practice in the Lower North Shore region;

- adopted the nursing externship pilot project;

- authorized the publication of the joint OIIQ/CMQ position paper on emergency room triage;

- adopted the Order notice in response to the July 5, 1999, request by the Minister of Health and Social Services, regarding the assessment of the current state of services provided to patients in the health system and the foreseeable effects of the nurses' strike on access to such services;

- decided to submit the Order brief concerning the Report on the Implementation of the *Act respecting the Conseil des aînés* to the Commission de la culture;

- decided to submit the Order brief regarding the exploitation of the elderly to the Commission des droits de la personne et des droits de la jeunesse;

- adopted the OIIQ brief regarding an addition to the *Nurses Act* with respect to the legal recognition of nursing practice in the field of foot care;

- supported the Ordre professionnel des physiothérapeutes du Québec efforts to gain exclusive recognition in the field of physiotherapy;

- agreed that the Order should make its position known regarding the proposed amendments to sections 7 and 8 of the *Radiology Technicians Act;*

- supported the position of Coalition québécoise sur le contrôle du tabac;

- lent its support to the Association québécoise des maladies mentales project entitled *Solidaires pour la vie*;

- decided to maintain the implementation date for the new professional examination in January 2000;

- decided to establish a minimum transition period of two years, during which, in order to promote nurses' mobility in Canada and for purposes of issuing a permit to practice, the Order will accept nurses who have passed the CNA professional examination and completed their training in another Canadian province; and to send a letter to every organization regulating the nursing profession in other Canadian provinces and territories, informing them of this decision and requesting, for this transition period, reciprocal recognition of nurses who have obtained the permit of the Order and have passed the OIIQ professional examination after January 2000;

- set the professional examination pass standard and determined the means by which candidates will receive their results, and the nature of the information to be given to candidates who have failed the professional examination;

- designated the Centre d'évaluation des sciences de la santé de l'Université Laval (CESSUL) as the organization authorized to verify the results of candidates who fail the examination and request a review of their marks;

- decided to allow candidates who have failed the professional examination for the third and final time in January 2000 to retake the examination at the next sitting, and allow candidates who have failed the professional examination for the first or second time and, in January 2000, had completed the two-year term during which they fulfilled all conditions and followed all procedures governing the issuance of a permit, to retake the examination at the next sitting;

- made the following appointments:
  - Yanick Augustin, as Assistant Secretary of the OIIQ;
  - Claudette Ménard, as Assistant Secretary of the OIIQ;
  - Johanne Létourneau, as assistant syndic;
  - Joanne Buttery, as a member of the Professional Inspection Committee;

- decided to hold the 2000 Annual General Meeting on Tuesday, November 21, from 2:00 p.m. to 6:45 p.m.;

- decided to hold the 2001 Annual General Meeting and Convention on October 14-16;

- amended the procedure for nominating candidates for the OIIQ Order of Merit;

- approved the new bylaw adopted by the Councils of the Laurentides/Lanaudière, Montérégie and Montreal/Laval regional orders;

- awarded $500 to all regional orders for the purpose of establishing a regional nursing commission, and $1,500 for regional commissions already established or in the process of being established;

- reviewed and adopted the reports produced by the external auditing firm Raymond, Chabot, Grant, Thornton, with respect to the OIIQ financial statements as at March 31,1999;
- recommended to delegates at the Annual General Meeting that the Order retain the services of the external auditing firm KPMG for a maximum period of five years, renewable annually, to audit the OIIQ financial statements and pension plan;
- adopted the 1999-2000 budget forecasts for the General Fund, Risk Management Fund and Scholarships and Advancement of the Profession Fund;
- approved the proposed administrative reorganization of the Order Head Office;
- adopted the new Fondation de recherche en sciences infirmières (FRESIQ) operating procedures.

From the interest generated by the Scholarships and Advancement of the Profession Fund, the Order transferred to FRESIQ, in the form of designated donations:

- $28,000 for a scholarship of $14,000 per year for two years, awarded to Marie-Christine Bournaki, as part of the FRSQ/FRESIQ project;
- $73,248 for research grants and scholarships;
- $10,000 per year for three years for the creation of joint FCRSS/FRESIQ scholarships;
- annual financial support of $70,000 ($45,000 in research scholarships and sponsorships, and $25,000 in the form of services) for five years to the Faculté des sciences infirmières de l'Université Laval to support the teaching and research chair in nursing practice evaluation;
- $50,000 to the Faculté des sciences infirmières de l'Université de Montréal to create a nursing research chair in family case management and telenursing;
- financial support of some $17,000, i.e. an amount equivalent to $0.25 per nurse, for the operation of the La Corne historic site in the Abitibi region.

Bureau Members as of March 31, 2000

The Bureau consists of 28 directors.

Elected directors

Bas-Saint-Laurent/Gaspésie–Îles-de-la-Madeleine
*Thérèse Dufour**

Saguenay–Lac-Saint-Jean/Nord-du-Québec
*Hélène Tremblay**

Québec
Kathleen Grant
*Denise Lévesque-Boudreau**
Irène Robitaille

Mauricie–Bois-Francs
*Marie-Andrée Gauthier**
Mario Meunier

Estrie
*Daniel Lussier**

Montréal/Laval
Suzanne Bonhomme
Gyslaine Desrosiers
Danielle Fleury
Lucie Hogue
Andrée Lalonde
*Ginette Lamarre**

Outaouais
*Martine Mayrand-Leclerc**

Abitibi–Témiscamingue
*Rita Marchand**

Côte-Nord
*Jacqueline St-Pierre**

Chaudière–Appalaches
*Colombe Boisvert**

Laurentides/Lanaudière
Doris Gagné
*Lise Racette**

Montérégie
Francine Bouchard
Daniel Cutti
*Angèle St-Jacques**
Micheline Ulrich

* President of the regional order

Directors Appointed by the Office des professions du Québec

Pierre Carrier
Raoul Desmeules
Nicol Jean
Claude Lacasse

Members of the Administrative Committee

President
Gyslaine Desrosiers

Vice-President
Denise Lévesque-Boudreau

Treasurer
Micheline Ulrich

Directors
Thérèse Dufour
Nicol Jean

Report on Activities of the Administrative Committee

The Administrative Committee held 10 ordinary sittings and 3 extraordinary sittings between April 1, 1999, and March 31, 2000.

During these sittings, the Committee handled the day-to-day administration of OIIQ affairs, and dealt with issues relating to student registration, admission to the profession, professional competence, the state of health of OIIQ members, legal decisions involving nursing graduates and OIIQ members, disciplinary decisions involving OIIQ members and illegal practice of the profession.

The principal resolutions adopted by the Administrative Committee during the 1999-2000 fiscal year are outlined below.

Registration

Revocation of Certificate

During the 1999-2000 fiscal year, 3,614 certificates were issued, and six requests to revoke certificates were received. The Administrative Committee reviewed a request and rendered a decision in one case still pending from 1998.

After reviewing the cases, the Committee:

- revoked the registration certificate of one student who withdrew from the nursing program;
- cancelled the certificate of one student who had dropped out of the nursing program.

Five cases were still being processed at the end of the year.

Status of Candidate for the Profession of Nursing

After the three professional examination sessions, held in August 1999, October 1999, and January 2000, the Committee:

- decided to maintain the status of candidate for 12 people;
- stripped 13 people of their candidate status;
- took note of the loss of candidate status of 10 people.

Diploma Equivalence or Training Equivalence

The Administrative Committee approved 64 applications for diploma equivalence, 4 applications for full training equivalence, and 35 applications for partial training equivalence, and turned down 26 applications for equivalence.

Permits

The Committee issued 1,333 permits.

Special Authorization

The President of the OIIQ granted two special authorizations during the past fiscal year. In addition, the Administrative Committee granted one request for renewal of special authorization.

Updating of the OIIQ Membership Roll

As of April 1, 1999, 3,090 members had been struck off the roll for failing to register and pay their annual assessment within the required deadline, or for failing to pay the amount stipulated in the group professional liability insurance plan or provide proof that they held an insurance policy covering the risks incurred in the practice of their profession.

During the year, 22 more members were struck off the roll for failing to pay the assessment, in accordance with section 46(2) of the *Professional Code*.

Refresher Training Periods and Refresher Courses

In accordance with section 55 and paragraph *r)* of section 86 of the *Professional Code* and the *Regulation respecting periods of refresher training and refresher courses nurses may be required to serve*, the Committee:

- imposed a refresher training period on 178 members and a refresher course on 1 member: 42 with suspension and restriction of their right to practice, 16 with suspension of their right to practice, and 120 with restriction of their right to practice; in addition, 45 proposals for refresher training were submitted and approved;
- received two requests for exemption from a refresher training period or refresher course: after reviewing the cases, the Committee imposed a refresher training period on one member, with restriction of his right to practice, and obliged one member to take a refresher course, whitout suspension or restriction of the right to practice;
- accepted a proposal for a refresher training period submitted by 19 nurses who had been required to serve refresher training periods in a previous fiscal year;
- acknowledged that 111 nurses had served their refresher training periods and met all the requirements imposed;
- deemed that the refresher training period served by 24 nurses failed to meet standards;
- changed the terms and conditions of a refresher training period imposed on 43 nurses;
- rescinded a previous resolution concerning one nurse.

Recommendations of the Committee on Discipline

The Administrative Committee reviewed three recommendations submitted by the Committee on Discipline. In the first case, the Committee ratified the recommendation of the Committee on Discipline imposing a refresher training period and refresher course on a nurse, with suspension of the right to practice during both the training period and the course. In the second case, the Administrative Committee decided to oblige the nurse in question to provide the Secretary of the Order, within six months of her return to practice, with a professional evaluation by her employer certifying that she possesses the knowledge required to practice nursing. In the third case, the Administrative Committee decided to oblige the nurse in question to take nursing courses before serving a refresher training period, with restriction of her right to practice.

State of Health

The investigator appointed by the Bureau studied cases involving the state of health of seven nurses. An investigation was conducted in four cases and verifications in the other three.

After reviewing one case, the Administrative Committee did not order an examination, since the nurse decided to change careers and not to remain on the membership roll.

Sixteen cases are still being processed.

Illegal Practice

During the 1999-2000 fiscal year, the investigator appointed by the Bureau was assigned 18 cases. Eight gave rise to investigations for illegal practice of the profession, and ten resulted in verifications. Five cases were closed without any action being taken. A total of 27 cases were dealt with, including 14 cases active since the previous fiscal year.

The Administrative Committee authorized legal action to be taken in one case of alleged illegal practice.

Twenty-two cases were still being processed at the end of the year.

Legal and Disciplinary Decisions

The Administrative Committee reviewed the criminal offences of six nurses who had applied for entry on the roll. After reviewing the cases and the written representations of these persons, the Administrative Committee decided that, in all six cases, the criminal offences were not related to the practice of nursing, and consequently imposed no penalties on these members.

The Administrative Committee was also informed of seven cases of criminal offences committed by graduates of nursing programs. In all seven cases, it decided that the criminal offences were not related to the practice of nursing and therefore issued these individuals permits and entered them on the roll.

In addition, the Administrative Committee reviewed two cases of criminal offences committed by nurses outside Quebec. In both cases, it determined that the criminal offences were not related to the practice of nursing and therefore issued these individuals permits and entered them on the roll.

Further Resolutions Adopted by the Administrative Committee

In addition to the resolutions pertaining to the above issues, the Administrative Committee:

- informed the appropriate regional board of the situation at a residential and long-term care centre under its jurisdiction considered to be a problem case because of insufficient care provided for clients;
- informed the board of directors of another regional board about a situation in a residential and long-term care centre under its jurisdiction that involved serious problems with respect to client care and safety;
- authorized the assignment of funds required to develop professional competence evaluation tools for professional inspection purposes;
- adopted the Order comments regarding *Draft Bill 28: The Midwives Act*, to be submitted to the Minister responsible for the application of legislation respecting professions;
- granted financial assistance of $6,000 to the National HIV/AIDS Tutoring Program;
- appointed eight members to the FRESIQ board of directors;
- authorized the Executive Director and Secretary of the OIIQ and the Negotiating Committee to sign the agreement between the employer and the OIIQ employees' union;
- approved amendments to the Order Head Office employee pension plan regarding the granting of a two-year (1999-2001) premium holiday to the employer and premium reductions to the employees.

Report on Activities of the Syndic

During the 1999-2000 fiscal year, the Syndic's Office examined 134 cases; of these, 79 gave rise to disciplinary inquiries, and 55 led to verifications (**Table 1**).

If the 136 cases active at the end of the 1998-1999 fiscal year are included, the total number of cases dealt with by the Syndic's Office over the past year amounts to 270. Of these, 198 gave rise to disciplinary inquiries, and 21 complaints were lodged with the Committee on Discipline (**Table 2**).

At the end of the fiscal year, 121 cases were still active. Furthermore, the Syndic's Office examined the possibility of referring 6 cases to conciliation. Two were resolved via this mechanism. **Table 3** lists the information sources concerning the 198 disciplinary inquiries conducted this year.

The Syndic's Office handled 595 requests for information on legislation and regulations governing disciplinary aspects and the practice of nursing, as well as related subjects.

Sylvie Truchon
Syndic

Table 1
Cases Examined

Case type as at 01.04.99	*Cases active as at 01.04.99*	*Cases opened during the year*	*Cases closed as at 31.03.00*	*Cases active as at 31.03.00*
Disciplinary inquiries	119	79	99	99
Verifications	17	55	50	22
Total	**136**	**134**	**149**	**121**

Table 2
Disciplinary Inquiries
Problems Involved

Nature of problems	*Number*
Act or comportment contrary to that which is generally admissible in the practice of the profession	115
Substance abuse	24
Errors in medication	26
Physical or verbal violence	6
Violation of professional secrecy	4
Sexual impropriety	12
Withdrawal from service	2
Falsification of documents	3
Conflict of interes	5
Re-entry on the roll	1
Total	**198**

Table 3
Disciplinary Inquiries
Information Sources

Information source	*Disciplinary inquiries conducted*
Executive director and human resource director of a health care institution	9
Director of nursing	74
Nurse	43
Other health professional	8
Professional Inspection Committee or Quality of Professional Practice Department	2
Client or family member	55
Confession to the syndic	3
Employment agency	1
Media	2
Information received during the course of an investigation involving another nurse	1
Total	**198**

Committee Reports

Professional Inspection Committee

Chairperson
Judith Leprohon

Division Chairpersons
Individual practice
Francine Dupuis

Collective practice
Danielle Gingras

Members
Manon Bellehumeur
Joanne Buttary
Céline Corbeil-Gougeon
Joanne Davis-Côté
Ginette Deschênes
Carole Deshaies
Denise Durivage
Nataly Filion
Gisèle Gagnon
Marie Giasson
Marie Hénault
Thérèse Joly
Rosanne Labrie
Marie Lacombe
France Laflamme
Ginette Lavallière
Denise Lebrun
Jocelyne Legault
Lorraine Ostiguy-Brodeur
Diane Racette
Jacinthe Savard
Céline Thibault
Suzanne Vanier

Secretary
Lorraine Dionne

Mandate

- Supervise the practice of the profession by members.
- Inquire into the professional competence of any member, if warranted.

Sittings

During the 1999-2000 fiscal year, the Professional Inspection Committee held 12 sittings. The members of the collective practice division held seven sittings and those of the individual practice division held five.

Nursing Practice Supervision Program

Supervision of Collective Practice

1998-1999 Program

The 1998-1999 Nursing Practice Supervision Program included two verification projects, one of which looked at the quality of professional practice in the emergency rooms at ten hospitals; the other concerned nursing practice pertaining to mental health, at ten general and specialized hospital centres (GSHC), one of which was visited during the year. This visit evaluated 100 nurses. Follow-up to these verifications was conducted during 1999-2000.

1999-2000 Program

The 1999-2000 Nursing Practice Supervision Program focussed primarily on nursing practice in psychiatric hospitals. An evaluation method was developed for this purpose, and evaluators with expertise in mental health were trained. Three out of seven hospitals were visited during the year, enabling the Program to evaluate 607 nurses **(Table 1)**. The other four hospitals will be visited during the 2000-2001 fiscal year.

Table 1
Nursing Practice Supervision Program
Visits made in 1999-2000

Category	*Number of centres*	*Number of nurses*
Psychiatric hospital	3	607
Hospital	1	100
Total	**4**	**707**

Files studied in 1999-2000
During the year, the Professional Inspection Committee studied the reports of ten verifications conducted in 1998-1999 and 1999-2000 as part of the GSHC verification project, as well as the summary report on the verification of nursing practice pertaining to mental health, in GSHCs.

The Committee decided on follow-up for these verifications. The actions taken concern situations involving protection of the public and assume various forms: a request to take corrective measures, with follow-up; a formal notice of improvements required, with follow-up; a formal notice of improvements required, with no follow-up; or a suggestion that certain aspects of nursing practice be improved, with no other follow-up. The follow-up by the Professional Inspection Committee may consist of a follow-up visit or a report on the action taken and results obtained, or both.

The Committee requested that nurses working in mental health in all hospitals make corrections or improvements, and to report back on them. After studying the summary report on this verification project, given the wide variation in the number of beds assigned to mental health in the targeted hospitals, and based on the information noted, the Committee formulated recommendations concerning the verification of nursing practice in psychiatric hospitals, which was part of the 1999-2000 Program.

Reports Submitted to the Professional Inspection Committee
The Professional Inspection Committee studied 35 reports submitted following verification visits conducted in 1997-1998, 1998-1999 and 1999-2000 **(Table 2)**.

Table 2
Breakdown of Study Reports from Previous Fiscal Years
by Category of Institution

	Verification Conducted in		
	1997-1998	*1998-1999*	*1999-2000*
Hospital	3	6	-
Hospital (emergency)	-	9	-
RLTCC	1	2	2
Private nursing home	3	5	-
CLSC	-	1	-
Info-Santé	3	-	-
Total	**10**	**23**	**2**

After studying these reports, the Committee decided that:

- the reports were considered satisfactory, and no other follow-up was required at 29 centres;
- a follow-up visit was deemed necessary for two RLTCCs;
- nurses in one hospital, one CLSC, one RLTCC and one private nursing home were asked to submit a second report.

Supervision of Individual Practice

For individual practice, verifications of 16 nurses were conducted during the year. These verifications assumed various forms: structured interviews, verification visits, file reviews, and clinical observations. The methods selected were determined according to the situation and the setting where the nurse practiced **(Table 3)**. Therefore, each verification may have involved one or more evaluation methods.

Table 3

Verification method	*Number of nurses*
Portfolio	3
Structured interview	15
Verification visit	1
Clinical observation	6
File review	11

The three portfolios sent to nurses during the year were sent at the request of the Professional Inspection Committee, the Administrative Committee, and the Syndic's Office respectively.

In 1999-2000, the Professional Inspection Committee handled the files of 28 nurses. Sixteen of these files were deemed satisfactory. The Committee decided to launch a special inquiry concerning one nurse and asked for corrections or improvements, as well as follow-up in three other cases. Respectively, this follow-up consisted of a second interview, a written test and a report of improvements made and results obtained. The Committee issued formal notice to four nurses regarding improvements required, but with no follow-up. Two files were closed, since the nurses were no longer in private practice and, in any case, required no further verification. The Committee decided to continue verification in two other cases.

In addition, the Committee studied the report on nursing practice in the field of foot care, based on a spring 1998 Planning Department survey of nurses who indicated foot care as a specialty when they registered on the OIIQ membership roll for 1997. Regarding the 185 nurses who did not respond to the survey, the Committee decided not to conduct verifications in the case of 55 nurses who did not indicate that they practiced in the field of foot care when they registered on the membership roll in 1999. It also decided to conduct verifications of 20 nurses by sending them a portfolio, and conduct telephone verifications in all other cases.

Specific Verifications

As of April 1, 2000, 18 specific verification files remained open, and 31 new files were opened during the year. These files fell into five categories, depending on the reason for the verification **(Table 4)**. Eight of these new files were prompted by coroner's reports; three were related to incidents covered in the media; three resulted from complaints; and ten were the result of information brought to the attention of the Committee. The other seven files concerned follow-up visits at the request of the Professional Inspection Committee.

Table 4
Reasons for Specific Verifications

	1997-1998	*1998-1999*	*1999-2000*	*Total*
Coroner's reports	-	-	8	8
Events covered in the media	1	2	3	6
Complaints	1	1	3	5
Information brought to the Committee	1	7	10	18
Follow-up visits	-	5	7	12
Total	**3**	**15**	**31**	**49**

This year, verifications were conducted into six files opened in 1998-1999 and 12 files opened in 1999-2000; these involved eight telephone verifications and 11 specific verification visits, with one file being subject to verification in two institutions. One of these visits was conducted as part of the verification project targeting nursing practice pertaining to mental health in GSHCs. Nine verifications begun this year will continue into 2000-2001.

In 1999-2000, the Committee studied 34 specific verification reports, including three verifications conducted in 1997-1998, 20 in 1998-1999 and 11 in 1999-2000 **(Table 5)**. After studying the reports, the Committee decided to request a report on corrective measures (at four centres) or improvements required (at two centres), issue a notice on improvements required in four centres and suggest to nurses that they make improvements at 18 other centres. Furthermore, the Committee requested follow-up visits to three centres requiring corrective measures and three centres requiring improvements.

Table 5
Reports Studied by the Professional Inspection Committee

	1997-1998	*1998-1999*	*1999-2000*
Coroner's reports	-	4	5
Events covered in the media	-	2	1
Complaints	1	-	2
Information brought to the Committee	-	7	2
Follow-up visits	2	7	1
Total	**3**	**20**	**11**

Specific Inquiries

Requests for inquiries

The Professional Inspection Committee received 17 requests for specific inquiries during the year. Eight of these led to files being opened for specific inquiries into professional competence, and two others to verifications of the individual practice of the nurses concerned. The Committee requested additional information before rendering a decision in two other cases. In the remaining five cases, an inquiry was not warranted.

Inquiries
Three specific inquiries were completed during the year, one of which had begun in 1998-1999. After studying the inquiry reports, the Professional Inspection Committee deemed that the practice of two nurses was satisfactory and thus guaranteed that the public would be protected; one of these nurses voluntarily restricted her right to practice. In the third case, the file was transferred to the investigator responsible for state of health.

As of March 31, 2000, there were:
- one inquiry in progress;
- 17 inquiries pending;
- two inquiry files on hold.

A new evaluation method, developed in collaboration with the Centre d'évaluation des sciences de la santé de l'Université Laval (CESSUL), will be made available in 2000-2001 and significantly reduce the number of specific inquiries pending. This method involves structured interviews (SI) and objective structured clinical examinations (OSCE); consequently, the ability to practice can be evaluated without risk of causing the nurses concerned any prejudice, regardless of where they practice.

Judith Leprohon
Chairperson of the Professional Inspection Committee

Committee on Discipline

Chairperson
Me Ruth Veillet

Alternate Chairpersons
Me Brigitte Deslandes
Me Micheline Leclerc

Members
Jocelyne Audet
Philippe Bernard
Denise Brosseau
Jocelyne Cherry
Doreen Desjardins
Guylaine Fortin
Rachel Gallant
Colombe Harvey
Susy Landreville
Odette Masson
Suzanne Petit
Andrée Roberge-Cousineau
Louise Robinette
Claire Royer
Gilles Tétu
Léa I. Thibeault

Secretary
Sonia Amziane

MANDATE
The Committee on Discipline hears all complaints lodged against members for offences under the *Professional Code*, the *Nurses Act*, the *Code of Ethics of Nurses* and any other regulation governing the OIIQ.

SITTINGS
During this fiscal year, the Committee on Discipline held 39 sittings, 7 of them outside Montreal.

CASES HANDLED
In addition to the 17 cases from previous fiscal years, the Committee heard 21 new complaints, involving 132 counts, filed under the following:

Professional Code section 59.1	5 counts

Code of Ethics of Nurses	
section 3.01.01	1 count
section 3.01.03	1 count
section 3.01.05	1 count
section 3.02.01	1 count
section 3.03.01	1 count
section 3.05.01	1 count
section 3.05.03	13 counts
section 3.05.05	3 counts
section 3.06.03	1 count
section 3.08.01	1 count
section 3.08.02	1 count
section 3.08.04	1 count
section 4.01.01 *b)*	12 counts
section 4.01.01 *c)*	49 counts
section 4.01.01 *f)*	1 count
section 4.01.01 *g)*	32 counts
section 4.01.01 *h)*	2 counts
section 4.01.01 *i)*	3 counts
section 4.02.03	2 counts
Total	**132 counts**

Decisions: Complaints and Requests
Since April 1, 1999, the Committee on Discipline handed down 35 decisions, 6 of which simply established guilt, 7 that ordered sanctions, and 22 that both established guilt and ordered sanctions.

The Committee on Discipline also dealt with the following requests:

- **Two requests for a provisional striking off the roll**
  One request was denied and the other granted. The nurse in question was provisionally struck off the roll pending the Committee's final decision.

- **Two motions to recuse the Committee on Discipline**
  These motions were partially granted; two members recused themselves.

- **Two motions to recuse the Chairperson of the Committee on Discipline**
  These two motions were dismissed by the Committee. They were appealed to the Professionals Tribunal, which granted the motions.

- **One request to dismiss a charge**
  This request was denied by the Committee.

- **One request to cease representing a party**
  This request was granted by the Committee.

- **One request for an extension in order to produce documentation**
  This request was granted by the Committee.

- **Nine requests to postpone hearings**
  All these requests were granted by the Committee.

- **20 requests for disclosure of evidence**
  All these requests were granted by the Committee.

Sanctions

The following sanctions were imposed:

- 1 member's permit was revoked;
- 2 members were struck off the roll permanently;
- 1 member was struck off the roll for 60 months;
- 1 member was struck off the roll for 48 months, with a 2-year restriction on the right to practice;
- 1 member was struck off the roll for 30 months;
- 1 member was struck off the roll for 24 months, and fined $2,400;
- 1 member was struck off the roll for 24 months, and fined $1,200;
- 1 member was struck off the roll for 18 months, with a 6-month restriction on the right to practice;
- 1 member was struck off the roll for 12 months, with a 2-year restriction on the right to practice;
- 1 member was struck off the roll for 12 months, with a refresher training period imposed;
- 1 member was struck off the roll for 12 months, and fined $600;
- 3 members were struck off the roll for 12 months;
- 1 member was struck off the roll for 6 months, with a 2-year restriction on the right to practice;
- 1 member was struck off the roll for 6 months, with refresher training period and a course imposed;
- 2 members were struck off the roll for 6 months;
- 1 member was struck off the roll for 3 months, with a refresher training period imposed and restriction of the right to practice during the refreshor training period;
- 2 members were struck off the roll for 3 months;
- 1 member was struck off the roll for 2 months;
- 2 members were struck off the roll for 6 weeks;
- 4 members were struck off the roll for 1 month;
- 1 member was struck off the roll for 1 week.

Costs were charged in each case.

Of the striking off the roll periods of one year or more, two members were permanently struck off and one member's permit was revoked for repeated offences related to practicing the profession under the influence of narcotics or any other substance, the appropriation of narcotic preparations and the alteration of narcotic preparations. Two members were struck off for practicing the profession under the influence of narcotics, the appropriation of narcotic preparations and recording false information on the narcotics and controlled substances distribution form; five members were struck off for practicing the profession under the influence of alcohol, narcotics or other substances and appropriating medication; one member was struck off for making improper gestures or remarks of a sexual nature to female users; one member was struck off for taking advantage of the professional relationship with a female user by having sexual relations with her; one member was struck off for taking advantage of the professional relationship with a male user by having a personal and romantic relationship with him; one member was struck off for failing to take the limits of her skills and knowledge into account; one member was struck off for negligence when evaluating a female user's state of health.

Appeals to the Professions Tribunal

During this fiscal year, six cases were appealed; of these, the Committee on Discipline was notified of two involving a request to recuse the Chairperson of the Committee on Discipline and these are still pending before the Professions Tribunal. The Professions Tribunal handed down a decision in one case and amended the Committee's decision, reducing the striking off the roll period from eight months to four, and sentencing the accused to pay all costs incurred by the Committee on Discipline, and sixty percent of the costs incurred by the Professions Tribunal. In another case, the Professions Tribunal denied a male nurse's appeal for failing to submit documentation by the deadline (art. 167 *para.* 2 of the *Professional Code*). Two cases from the previous fiscal year are still pending.

Sonia Amziane
Secretary of the Committee on Discipline

Professional Examination Committee

Chairperson
Hélène Turgeon

Members
Ginette Amyot
Esther Leclerc
Claudette Foucault
Clémence Dallaire

Substitute Members
Marie Benoit
Murielle Bolduc-Bourdouxhe
Agathe Caza-Brisebois
Rita Labadie
Hélène Sylvain

Person in Charge
Suzanne Ladouceur

Mandate

- Oversee the examination process, in particular the development, writing, evaluation, review and marking of examination questions and the supervision of all sessions.
- Recommend the required administrative and security measures for examination sessions.
- Hold examinations for admission to the practice of the profession at the places and on the dates set by the Bureau.
- Study the overall report of examination results and, where necessary, make recommendations to the authorities concerned.
- Study any problem related to the professional examination and make recommendations to the Bureau.
- Obtain assistance as required from experts, with their appointment subject to the approval of the Order Bureau.

Sittings

The Professional Examination Committee, chaired by Hélène Turgeon, held two regular sittings to prepare for the August 1999 and January 2000 examination sessions. The members also met three times for supervision activities related to the development, implementation and evaluation of the new examination. It also helped organize the examination sessions and proofread drafts of the new examination, and issued recommendations to the authorities concerned.

The Committee appointed members to the Committee of Experts, who helped develop the content of the new examination, and correct and evaluate test versions of the written and practical examination; they then indicated corrections to be made. They also attended the first session of the new examination.

The members of the Committee of Experts worked in collaboration with the Centre d'évaluation des sciences de la santé de l'Université Laval (CESSUL), mandated by the OIIQ for this purpose, and informed the Professional Examination Committee of their activities throughout the year.

Professional Examination Sessions

During the 1999-2000 fiscal year, the Committee members held two regular professional examination sessions, in August 1999 and January 2000, as well as one special session in October 1999.

August 1999
The August 1999 examination session was held in five examination centres: Montréal, Québec City, Trois-Rivières, Chicoutimi and Rimouski.

October 1999
A special examination session was held at the Université de Montréal, and marked the final time that the Canadian Nurses' Association (CNA) examination was used.

January 2000
The January 2000 session, organized in collaboration with CESSUL, mar0ked the first time the new OIIQ professional examination was used. It was held in two examination centres, i.e. Montréal and Québec City.

Table 1
Distribution of Graduates by Location and Type of Degree Obtained

Location of Graduates	*Examination Session*			
	August 1999	*October 1999*	*January 2000*	*Total*
Québec	**1,068**	**42**	**338**	**1,448**
University	79	36	66	181
College	989	6	272	1,267
Outside Québec	**14**	**0**	**12**	**26**
Total	**1,082**	**42**	**350**	**1,474**

Table 2
Distribution of Graduates According to Type of Registration for the Examination

Type of Registration	*Examination Session*			
	August 1999	*October 1999*	*January 2000*	*Total*
First time	1,016	40	262	**1,318**
2nd or 3rd time	66	2	88	**156**
Total	**1,082**	**42**	**350**	**1,474**

Hélène Turgeon
Chairperson of the Professional Examination Committee

Review Committee

Chairperson
Alexandrine Côté

Substitute Chairperson
Francine Leroux

Members
Pierre Carrier
Patricia Côté
Suzanne Lalonde
Carole Lemire
Aline Ruel-Patry

Secretaries
Sonia Amziane
Louise Papineau
Danièle Potvin

MANDATE
The Review Committee was established under subsection 123.3 of the *Professional Code*. Its function is to give, on request, to any person requesting the holding of an inquiry, its opinion regarding any decision of the syndic or assistant syndic not to lodge a complaint against a member before the Committee on Discipline.

Requests for Opinions Received and Sittings Held

During the fiscal year, the Review Committee received seven requests for its opinion. It met four times at the head office of the OIIQ to examine four of these requests. The three other requests will be examined during future sittings, scheduled for April 7 and 20, and May 24, 2000.

Opinions by the Review Committee

After examining the requests submitted, the members of the Review Committee unanimously concluded, in three of the cases heard this year, that there was no cause to lodge a complaint with the Committee on Discipline. In another case, the Review Committee suggested that the assistant syndic complete her inquiry, in accordance with paragraph 123.5(2) of the *Professional Code*. The assistant syndic's subsequent decision in this case confirmed the first decision. A new request for an opinion was filed with the Review Committee following the assistant syndic's decision, and the Committee will examine this request at its April 7, 2000 sitting. The Committee's opinions are conveyed to both the party who had made the request and the assistant syndic.

Alexandrine Côté
Chairperson of the Review Committee

Review Committee of the Acts

Members
Guylaine Baril
Monique Bourque
Maud-Christine Chouinard
Francine Dupont
Jean Gosselin
Richard Morin
Louise Potvin

Person in charge
Jocelyne Poirier

Mandate

- Monitor the application of the *Regulation respecting acts contemplated by section 36 of the Nurses Act which may be performed by classes of persons other than nurses.*
- Receive and study requests for changes to the Regulation.

The Review Committee of the Acts did not hold any sittings this year.

Jocelyne Poirier
Person in charge, Review Committee of the Acts

Order of Merit Selection Committee

Chairperson
Jacqueline Laurin

Person in Charge
Hélène Rajotte

Members
Marianne Kugler
Lucie Lessard
Jacqueline Pelletier
Lise Pelletier

Mandate

- Periodically review the criteria and conditions for awarding the Order of Merit and submit them to the Bureau of the OIIQ.
- Study each candidate's file and recommend a recipient to the Bureau.

Sittings
The Committee held one sitting, during which members reviewed the candidates' files in light of the criteria and conditions published in the March/April 1999 issue of *The Journal*. Following this review, the Committee made its recommendations to the Bureau, which named Olive Goulet as the recipient of the 1999 Order of Merit.

Jacqueline Laurin
Chairperson, Order of Merit Selection Committee

Scholarships Committee

Chairperson
Nicole Ouellet

Substitute Members
Cécile Angers
Danielle Dallaire
Françoise Guay

Members
Louisette Dionne
Jocelyne M. Lamarche
Louise Roch-Beauchamp
Odette Roy

Mandate

- Review the criteria and conditions for awarding scholarships and submit them to the Bureau.
- Study each candidate's file and recommend names of recipients and substitutes to the Bureau.

Sittings and Activities
The Scholarships Committee sat twice during the 1999-2000 fiscal year.

It began by studying applications for graduate and post-graduate scholarships in nursing. The Committee recommended that the Bureau name the following eight recipients and four substitutes (**Table 1**).

The Committee also assessed applications for scholarships from the Marie-Gabrielle-Dolorès-Côté and Suzanne-Giroux Scholarship Funds. It recommended that the Bureau name the two recipients listed in **Table 1**.

The Committee also studied applications for undergraduate-certificate and bachelor's-level scholarships in nursing. It recommended that the Bureau name the following 16 recipients and eight substitutes **(Table 2)**.

Nicole Ouellet
Chairperson of the Scholarships Committee

Table 1
Graduate and Post-Graduate Studies in Nursing Science
Scholarship Recipients and Substitutes

Recipients	*Level*	*Institution*
Louise Beauvais	master's	Université de Montréal
Linda Bell	doctorate	Université de Sherbrooke
Nancy Feeley	doctorate	McGill University
Johanne Gagnon	doctorate	Université de Montréal
Frances Gallagher	doctorate	Université de Sherbrooke
Céline Gélinas	master's	Université Laval
Yolande Grégoire	master's	Université de Sherbrooke
France Laflamme[1]	master's	Université de Montréal
Carole Levasseur	doctorate	Université de Montréal
Diane Somerville[2]	master's	McGill University
Substitutes		
Dave Holmes	doctorate	Université de Montréal
Mélanie Lavoie-Tremblay	master's	Université Laval
Alain Legault	doctorate	Université de Montréal
Christine Maheu	doctorate	University of British Colombia

[1] Marie-Gabrielle-Dolorès-Côté Scholarship

[2] Suzanne-Giroux Scholarship

Table 2
Undergraduate-Certificate and Bachelor's-Level Studies in Nursing Science Scholarship Recipients and Substitutes

Regional Order	*Recipients*	*Substitutes*
Abitibi–Témiscamingue	Caroline Mercier	
Bas-Saint-Laurent/Gaspésie–Îles-de-la-Madeleine	Marie-Isabelle Desrosiers Johanne Imbeault	Josianne Huard
Chaudière–Appalaches	Mylène Blais Caroline Malenfant	Valérie Litalien
Côte-Nord	Marie-Claude Rioux	
Estrie	Liette Leclerc	Véronique Boisvert
Laurentides/Lanaudière	Karel Lachance	
Mauricie–Bois-Francs	Martin Barolet Marie-Claire Daneau	
Montérégie	Geneviève Cusson Geneviève Roch	Éric Gosselin
Montréal/Laval	Mélanie Babin Mélanie Gingras	Bibi Roziana Bandhoo Geneviève Lemire Marie-Claude Sylvestre
Outaouais	Marie-Ève Lamontagne	
Saguenay–Lac-Saint-Jean/Nord-du-Québec	Julie Émond	Marie-Claude Dion

Youth Committee

Chairperson
Karine Labarre

Vice-Chairperson
Isabelle Thibault

Members
Annie Blouin
Myriam Coulombe-Pontbriand
Marie-Isabelle Desrosiers
Julie Émond
Isabelle Granito
Nathalie Lafrance
Marie-Ève Lamontagne
Christine Lebrun
Véronique Savard
Marie-France Rémillard

Person in charge
Hélène Salette

MANDATE

- Develop positions on various subjects and take an active part in seeking solutions, in particular to problems affecting young nurses.
- Propose activities to promote the integration of young nurses into the profession.
- Submit recommendations to the Bureau.

SITTINGS

The Youth Committee sat three times during the 1999-2000 fiscal year, in April 1999, September 1999, and January 2000. These meetings enabled the members to focus on the concerns of young nurses, and take clear positions regarding the integration of young nurses into their practice settings, the personal and professional impacts generated by the lack of job security, and the lack of intergenerational transmission of knowledge, due in part to the shortage of nurses. Lastly, the Committee organized information (**Table 1**), representation and recruitment activities.

Youth Committee members also took part in a number of media events, which allowed them to publicly express their concerns regarding the next generation of nurses and officially declare their positions on various issues, in order to promote better conditions of practice that will allow young nurses to develop their expertise.

Table 1
Representation and Information Activities

Event	*Date*	*Location*	*Number of participants*
Salon éducation formation	October 14-17, 1999	Montréal	
OIIQ Annual Convention	November 7-9, 1999	Montréal	**200** (approx.)
YOUTH FORUMS			
Garde à vous! Préserver la santé malgré des horaires de travail fous!			
Urgence ! Deuxième souffle. Un retour sur le film			
BOOTH			
Le Sommet du Québec et de la jeunesse	February 22-24, 2000	Québec City	
Force jeunesse Member association – weekend of discussion/exchange and AGM	January 15-16, 2000	Montréal	**150**

The Committee takes a primarily socio-political approach, and is working to promote political awareness among young nurses, so that they can express their points of view to various authorities and other youth groups, and help position the profession more advantageously. More specifically, the Committee plans to work with directors of nursing and councils of nurses to examine ways of easing the integration of young nurses into the working environment and promote their involvement in CN youth committees. Furthermore, through its participation in various OIIQ committees, a summit and forums, the Committee hopes to make the needs of young nurses known to OIIQ members, various official bodies and the general public, and, in this way, enable young nurses to develop and grow professionally, and provide high-quality care.

Karine Labarre
Chairperson, Youth Committee

Finance Committee

Chairperson
Micheline Ulrich

Members
Gyslaine Desrosiers
Jacqueline Laurin
Hélène Rajotte
Danielle Renaud
Claire St-Louis-Marcouiller
Anne Turcotte

Person in charge
Michel Jean

MANDATE

- Study the financial statements.
- Examine the long-term forecast of revenue and expenditures.
- Make recommendations to the Bureau regarding annual budget allocations (working balances and capital expenditures).
- Recommend increases in the assessment to the Bureau, when necessary.
- Examine any other question of a financial nature at the request of the Bureau.

HIGHLIGHTS

The Finance Committee carried out various activities; the most important are listed below:

- The Committee studied the financial statements of the OIIQ General Fund, the Scholarships and Advancement of the Profession Fund, the Risk Management Fund, and the OIIQ Employee Retirement Fund, and then recommended to the Administrative Committee that it adopt the financial statements of the first three funds.
- Due to the anticipated decline in membership and the resulting decrease in revenues, a deficit of $856,000 has been projected for next year. After analyzing the situation and given the efforts by the OIIQ Head Office staff to reduce this deficit, the Committee nonetheless recommended to the Administrative Committee that it maintain members' assessment at $162.40 for 2000-2001 only, and allow for the possibility of setting a different rate beginning in 2001-2002.
- Based on the amounts invested in the Risk Management Fund, the Committee examined the budget allocated to special projects intended to reduce nursing risks; this budget totalled $775,429 and the Committee recommended its adoption to the Administrative Committee. Furthermore, the Committee acknowledged OIIQ Head Office staff efforts to negotiate with La Capitale; this resulted in an increase, from 3.25% to 5.25%, in the interest rate on amounts invested in the Fund, which should generate additional investment income of approximately $18,000.

The members of the Finance Committee fulfilled their responsibilities in the area of sound financial planning and supervision, thereby helping the members of the Administrative Committee and the Bureau in their decision-making.

Micheline Ulrich
OIIQ Treasurer and Chairperson of the Finance Committee

Bureau Financial Investments Committee

Chairperson
Micheline Ulrich

Person in charge
Hélène Rajotte

Members
Michel Jean
Nicol Jean
Jacqueline Laurin
Hélène Rajotte

MANDATE

- Establish the OIIQ's financial investment policy.
- Monitor the return on Bureau investments over the short, medium and long term.
- Study the various investment vehicles used by the OIIQ.
- Retain the services of a broker following a tendering procedure.
- Administer the funds allotted.
- Oversee the Internal Investments Committee.
- Report to the Bureau at least once per year.
- At the request of the Bureau, examine any other issues pertaining to investments.

HIGHLIGHTS

The Bureau Financial Investments Committee sat twice during the year and carried out a number of activities; the most important are listed below:

- The Bureau Financial Investments Committee met with all independent managers of the Order's portfolio in order to ascertain their investment strategy and medium-term yield projections. The Committee members took advantage of this opportunity to comment on each manager's strategy and suggest certain adjustments in order to improve future performance.
- The Bureau Financial Investments Committee approved the results of the negotiations between the Order and La Capitale with respect to raising the rate of interest on the Risk Management Fund. The applicable rate for any balance over $500,000 is now set at a minimum of 5.25% annually.
- The members of the Financial Investments Committee ratified the recommendations of the Internal Investments Committee, and acknowledged the substantial increase in the return for all funds managed by the Order.
- The average rate of return on the General Fund was 9.83% for 1999-2000, a significant increase over the rate of 5.19% obtained last year; it also surpasses the pre-set objective of 5.25%. The part of the portfolio overseen by investment managers shows an average annual yield of 17.3%, for both independent managers combined, as compared to 7% for last year.
- The Scholarships and Advancement of the Profession Fund yielded slightly more than last year, i.e. 6.65%, generating profits of $283,000, which surpasses the projected amount of $262,000.

- The Risk Management Fund registered a return of 5.25%, compared to 3.5% for last year.
- The yield of 5.78% on special funds was more or less the same as last year's, while the return on the Retirement Fund was 16.7%, i.e. more than double last year's return.

Micheline Ulrich
Order Treasurer and Chairperson of the Bureau Financial Investments Committee

Ad Hoc Committees, Committees of Experts, Task Forces and Working Groups

As they do every year, many nurses and resource persons worked with Head Office staff and on various activities, projects or documentation.

Other nurses and resource persons, from Head Office and throughout the province, agreed to represent the OIIQ before various organizations and deal with specific issues, or to serve as members or resource persons on committees formed by these organizations.

We thank them all for agreeing to share their expertise in the following areas.

1ST CONGRÈS INTERNATIONAL DES INFIRMIÈRES ET INFIRMIERS DE LA FRANCOPHONIE

Honorary Committee

Gyslaine Desrosiers
Chairperson
OIIQ

Catherine Duboys Fresney
Chairperson
Association nationale française des infirmières et infirmiers diplômés ou étudiants

Evelyn Adam
Professor emeritus
Université de Montréal

Marie-Françoise Collière
Nurse educator
Université Lumière Lyon II

Jean-Baptiste Élias
President
Fédération des associations nationales des infirmières et infirmiers d'Afrique francophone

Suzanne Kérouac
Dean
Faculté des sciences infirmières — Université de Montréal

Yves Mengal
President
Fédération neutre des infirmières de Belgique

Céline Pilon
Outgoing President
Association québécoise des infirmières et infirmiers en psychiatrie et en santé mentale

Program Committee

Marie-France Castonguay-Thibaudeau
FRESIQ

Monique Chagnon
Advisor-Consultant

Lyne Cloutier
Université du Québec à Trois-Rivières

Monique Delorme
Hôpital Charles LeMoyne

Arlette Dumonceau
Université de Montréal

Antoinette Gimenez-Lambert
Advisor-Consultant

Cécile Lambert
Université de Sherbrooke

Monique Perazzelli
MDP Consultation

Marie-France Rémillard
Hôpital Charles LeMoyne

Louise Roch-Beauchamp
Douglas Hospital, Perry Pavilion

Hélène Salette
OIIQ person in charge
(as of May 1, 1999)

Louise Villeneuve
OIIQ person in charge
(until April 30, 1999)

Scientific Committee for the Convention
Mario Bilodeau
CLSC des Faubourgs

Andrée Duplantie
OIIQ

Diane Gervais
Hôpital Rivière-des-Prairies

Marjolaine Gobeil
OIIQ

Esther Leclerc
CHUM — Hôpital Saint-Luc

Diane Morin
Université Laval

Marie Normand
L'Hôpital Sainte-Justine

Lise Racette
Centre hospitalier régional De Lanaudière
Bureau Member

Hélène Salette
OIIQ

Maryse L. Savoie
Hôpital Ste-Anne-de-Bellevue

ANNUAL GENERAL MEETING

Scrutineers
Claire Gaudreau
Person in charge
Université du Québec à Rimouski
Cégep de Rimouski

Rose Arseneault
Clinique d'ophtalmologie de la Cité

Daniel Carpenter
CLSC René-Cassin

Claudia Celant
Centre hospitalier régional de
Baie-Comeau
Cégep de Baie-Comeau

Jeannine Drapeau
Retired

Colombe Duclos
MUHC — Montreal General Hospital

Paul O. Fortin
Réseau santé et services sociaux
des Aurores Boréales

Jocelyne Haché-Lirette
Centre hospitalier régional
de Trois-Rivières

Jacqueline Pelletier
CHUQ — L'Hôtel-Dieu de Québec

Denise Renée
Retired

ASSOCIATION DES CLSC ET DES CHSLD DU QUÉBEC

DN-NCN Working Group on Clinical Nursing Supervision
Carole Mercier
OIIQ

ASSOCIATION DES HÔPITAUX DU QUÉBEC

Intensity of Care Organizing Committee
Carole Deshaies
OIIQ

CANADIAN NURSES ASSOCIATION

Committee on Prescriptive Authority
Jocelyne Poirier
Louise Villeneuve
OIIQ

Forum on Nursing
Gyslaine Desrosiers
Hélène Rajotte
OIIQ

Board Member — General Orientations (Relations with Québec)
Céline Doray
MUHC — Royal Victoria Hospital

National Nursing Telepractice Committee
Marie Hénault
Judith Leprohon
OIIQ

National Working Group on Continuing Competence for Registered Nurses
Judith Leprohon
OIIQ

Annual Meeting of Nursing Registrars of the Provinces and Territories of Canada
Pierrette Lange-Sondack
OIIQ

CANADIAN NURSES ASSOCIATION / HUMAN RESOURCES DEVELOPMENT CANADA

Agreement on Domestic Trade and Draft Agreement on the Mutual Recognition of Authorized Nursing Regulatory Organizations Canada
Hélène d'Anjou
Pierrette Lange-Sondack
OIIQ

ASSOCIATION DES INTERVENANTS EN TOXICOMANIE DU QUÉBEC INC.

Jury — Prix Ubald-Villeneuve and Prix Rose des Sables
Andrée Duplantie
OIIQ

ASSOCIATION INTERNATIONALE DES PROFESSIONS DE LA SANTÉ (AIPS)

Scientific Committee for the Santé 2000 Conference
Hélène Salette
OIIQ

ASSOCIATION POUR LA SANTÉ PUBLIQUE DU QUÉBEC

OIIQ representative on the Comité national de la périnatalité
Marie Normand
L'Hôpital Sainte-Justine

BARREAU DU QUÉBEC

Inter-Order Task Force on the World Trade Organization
Carole Mercier
OIIQ

CÉGEP DU VIEUX MONTRÉAL

Comité de programme de soins infirmiers
Jocelyne Poirier
OIIQ

CENTRE DE SANTÉ DE LA BASSE CÔTE-NORD

Pilot project developed in collaboration with the Collège des médecins du Québec regarding the function of nurses working in dispensaries in remote areas
Jocelyne Poirier
OIIQ

CENTRE QUÉBÉCOIS DE COORDINATION SUR LE SIDA

Steering Committee for the Training Program on HIV/AIDS
Andrée Duplantie
OIIQ

CLSC HAUTE-VILLE

Forum scientifique et professionnel sur le nursing téléphonique
Sylvie Lafrenière
CLSC Montréal-Nord

COLLÈGE DES MÉDECINS DU QUÉBEC — ORDRE DES INFIRMIÈRES ET INFIRMIERS DU QUÉBEC

Emergency room triage
Lyne Cloutier
Université du Québec à Trois-Rivières

Gisèle Gagnon
OIIQ

Jocelyne Poirier
OIIQ

COMITÉ CONSEIL DE VIGIE TECHNOLOGIQUE

Daniel Boulanger
CHUQ — L'Hôtel-Dieu de Québec

Suzanne Deschamps
Centre hospitalier Angrignon — LaSalle Pavilion and Verdun Pavilion

Sylvie Dubois
OIIQ

Gabrielle Farley
Institut gériatrique de Montréal

Francine Fiset
Association nord-américaine du diagnostic infirmier — Montréal (ANADIM)

Luc Mathieu
Institut universitaire de gériatrie de Sherbrooke

Daniel Morin
MUHC — Montreal General Hospital

Dominic Saindon
Inforoute santé Brome-Missisquoi

Angèle St-Jacques
Hôpital Charles LeMoyne
Bureau Member

CLINICAL INNOVATION GRAND PRIZE SELECTION COMMITTEE

Suzanne Bélanger
OIIQ

Clément Bérubé
Retired

Rachel French
CLSC Lac St-Louis

Lisette Hay-Paquin
Université du Québec à Hull

Micheline Langlois
Montreal Heart Institute

Élaine Tardif
3M Canada

Céline Thibault
OIIQ

COMMITTEE OF INQUIRY INTO THE QUALITY OF NURSING CARE AT L'HÔPITAL DU SACRÉ-CŒUR DE MONTRÉAL

Marie Boucher
MUHC — Royal Victoria Hospital

Sylvie Desjardins
Hôpital Charles LeMoyne

Judith Leprohon
OIIQ

ORGANIZING COMMITTEE FOR CONFERENCE ENTITLED "FOOD ALLERGIES: DON'T TAKE CHANCES!"

Marjolaine Gobeil
OIIQ

SPECIAL COMMITTEE TO OVERSEE THE QUALITY OF NURSING CARE

Nicole Bédard
Centre hospitalier Pierre-Boucher

Yolande Chouinard
CLSC-CHSLD Baie des Chaleurs

Andrée Coulombe
CHUQ — L'Hôtel-Dieu de Québec

Michelle Désaulniers
CLSC et CHSLD Octave-Roussin

Sylvie Deveau
CLSC Grande-Rivière

Lisette Gagnon
L'Institut de réadaptation de Montréal

Ginette Gagnon
Centre hospitalier Robert-Giffard

Joanne Guilbault
Institut universitaire de gériatrie de Sherbrooke — Pavillon d'Youville

Céline Hubert
Réseau de la santé et des services sociaux des Aurores Boréales

Louise Jobin
Hôpital Laval

Karine Labarre
Hôpital du Sacré-Cœur de Montréal

Claude Lacasse
Bureau Member

Annick Lebœuf-Lorange
MUHC — Montreal General Hospital

Judith Leprohon
OIIQ

Thérèse Lessard-Cartier
Centre hospitalier Saint-Eustache

Carole Mercier
OIIQ

Christiane Chabot-Pradet
Regroupement Cloutier-Durivage

Linda Ward
L'Hôpital Sainte-Justine

CONFERENCE OF QUEBEC REGIONAL HEALTH AND SOCIAL SERVICES BOARDS

Group of experts on access to medical services in Quebec
Carole Mercier
OIIQ

1999 CONVENTION

Scientific Committee for the Poster Session
Martin Decoste
CHUQ — Pavillon CHUL

Raymonde Drouin
OIIQ

Danielle Fleury
Hôpital du Sacré-Cœur de Montréal
Bureau Member

Johanne Francoeur
OIIQ

Radegonde Ndejuru-Mutamuliza
Cactus-Montréal, Relais Méthadone

Diane Racette
OIIQ

Rosalia Sanzone
CLSC Métro

Andrée Anne Saucier
CHUM — Hôpital Notre-Dame

Dominique Tremblay
Hôpital Charles LeMoyne

Scientific Committee for the Convention
Martin Decoste
CHUQ — Pavillon CHUL

Andrée Duplantie
OIIQ

Danielle Fleury
Hôpital du Sacré-Cœur de Montréal
Bureau Member

Marjolaine Gobeil
OIIQ

Radegonde Ndejuru-Mutamuliza
Cactus-Montréal, Relais Méthadone

Rosalia Sanzone
CLSC Métro

Andrée Anne Saucier
CHUM — Hôpital Notre-Dame

Dominique Tremblay
Hôpital Charles LeMoyne

COUNCIL OF NURSES (CN)

Program Steering Committee — 6th Conference
Barbara J. Arseneau
Douglas Hospital

Christiane Chabot-Pradet
Regroupement Cloutier-Durivage

Sylvie Décarie
CLSC LaSalle

Sylvie Dubois
OIIQ

François Régis Fréchette
Centre hospitalier des Vallées-de-l'Outaouais

Claire L. Garneau-De Courval
Retired

Carole Mercier
OIIQ

Diane Poulin
Centre hospitalier Beauce-Etchemin

Johanne A. Roy
CHUQ — Pavillon CHUL

ESSENTIAL SERVICES COUNCIL

Public hearings on the shortage of nurses following a complaint lodged by the FIIQ
Judith Leprohon
Claudette Ménard
Marie Valois
OIIQ

CONSEIL D'ÉVALUATION DES TECHNOLOGIES DE LA SANTÉ (CÉTS)

Ad hoc Committee on CÉTS Orientations
Marie Valois
OIIQ

INTERNATIONAL COUNCIL OF NURSES

Clinical practice guides expert
Judith Leprohon
OIIQ

Health policy and systems expert
Gyslaine Desrosiers
OIIQ

Nursing experts
Sylvie Lauzon
Université de Montréal

Diane Morin
Université Laval

Céline Pilon
L'Hôpital Sainte-Justine

Bilkis Vissandjee
Université de Montréal

CONSEIL INTERPROFESSIONNEL DU QUÉBEC

Strategic Planning Committee
Carole Mercier
OIIQ

Continuing Education Forum
Marjolaine Gobeil
OIIQ

Professional Inspection Forum
Judith Leprohon
OIIQ

Communications Forum
Suzanne Bélanger
OIIQ

Forum for Management-Level Nursing Staff
Hélène Rajotte
OIIQ

CONSEIL QUÉBÉCOIS D'AGRÉMENT DES ÉTABLISSEMENTS DE SANTÉ ET DES SERVICES SOCIAUX

OIIQ representative on the board
Judith Leprohon
OIIQ

CONSEIL QUÉBÉCOIS SUR LE TABAC ET LA SANTÉ

OIIQ representative
Carole Levasseur
Montreal Chest Institute

CONSEIL SUPÉRIEUR DE L'ÉDUCATION

Commission de l'enseignement et de la recherche universitaires
Édith Côté
Université Laval

Board Member
Édith Côté
Université Laval

FONDATION DE RECHERCHE EN SCIENCES INFIRMIÈRES DU QUÉBEC

Board of Directors
Gyslaine Desrosiers, Chairperson
OIIQ

Édith Côté, Vice-Chairperson
Université Laval

Michael Murray, Treasurer
Banque Laurentienne

Francine Beaudet
Director

Raymond Décarie
Meloche Monnex

Jacques Duchesneau
Vehitech

Bruce Johnston
Trudel & Johnston, Avocats

Caroline Labelle
Labelle Fourrure ltée

Richard Lapierre
Orthofab

Suzanne Leclair
Les Fourgons Transit inc.

Nicole Lelièvre
Office général des eaux minérales OGEM ltée

Jocelyne Paquin
Administrator

Hélène Rajotte
OIIQ

Diane Veilleux
Meloche Monnex

HEART AND STROKE FOUNDATION

Forum québécois des intervenants en santé cardiovasculaire
Nicole Parent
Montreal Heart Institute

INFECTION PREVENTION DISCUSSION GROUP

Diane Banville
Cité de la Santé de Laval

Diane Beaulieu
Villa Médica

Thérèse Bigras
Hôpital du Sacré-Cœur de Montréal

Jacinthe Brodeur
CHUM — Hôpital Notre-Dame

Suzanne Dagenais
Centre hospitalier Fleury

Carole Deshaies
OIIQ

France Faucon
Centre hospitalier Pierre-Boucher

Marielle Lambert
Institut universitaire de gériatrie de Montréal

Andrée Larose
CHUM — Hôpital Saint-Luc

Chantal Perpete
L'Hôpital Sainte-Justine

Nathalie Rodrigue
Hôpital du Sacré-Cœur de Montréal

Monique Viau
CLSC du Vieux-Lachine

TASK FORCE ON THE DEVELOPMENT OF INSTRUMENTS FOR EVALUATING PROFESSIONAL COMPETENCE FOR SPECIAL INQUIRIES

Sylvie Adam
CLSC LaSalle

Claire Beaudin
CHUM — Hôpital Saint-Luc

Manon Bellehumeur
OIIQ

Danielle Bellemare
OIIQ

Monique Bourque
Institut universitaire de gériatrie de Sherbrooke

France Collin
Hôtel-Dieu de Lévis

Josée Grégoire
Hôpital du Sacré-Cœur de Montréal

Robyne Kershaw-Bellemare
CHUM — Hôtel-Dieu

Diane Racette
OIIQ

TASK FORCE ON THE AMENDMENTS TO SECTIONS 7 AND 8 OF THE *RADIOLOGY TECHNICIANS ACT*

Sylvie Blanchette
Réseau santé Richelieu/Yamaska — Pavillon Honoré-Mercier

Denise Bolduc
CHUQ — L'Hôtel-Dieu de Québec

Carole Mercier
OIIQ

Danièle Séguin
CUSE — Site Fleurimont

CANADIAN INSTITUTE FOR HEALTH INFORMATION

Data on nurses
Pierrette Lange-Sondack
OIIQ

L'INFIRMIÈRE DU QUÉBEC

Review committee
Diane Castonguay
Réseau Santé Kamouraska

Lise Donahue
MUHC — Royal Victoria Hospital

Francine Girard
CLSC Lac St-Louis

Diane Nault
Montreal Chest Institute

Sylvie Vandal
Université de Montréal

MÉDIMED

Advisory committee for santé.ca — information on health and social services intended for the Quebec general population and available over the Internet
Hélène Salette
OIIQ

MINISTRY OF HEALTH AND SOCIAL SERVICES

Adaptation 2000
Marjolaine Gobeil
Hélène Rajotte
OIIQ

Advisory Committee — shareable patient records
Hélène Salette
Marie Valois
OIIQ

Admission Committee for Midwives Practice
Sylvie Adam
CLSC LaSalle

Committee for the Standardization of Forms in Health and Social Services System User Files
Hélène Lévesque-Barbès
OIIQ

Forum on the State of Emergency Services Follow-up Committee
Jocelyne Poirier
OIIQ

PRSA Supervisory Committee — Health Card
Hélène Salette
OIIQ

Standing Committee on Safety
Hélène Salette
OIIQ

Immunization Committee
Lucie Bédard
Régie régionale de la santé et des services sociaux de Montréal-Centre

Conseil médical du Québec
Micheline Ulrich
Ministry of Health and Social Services
Bureau Member

Computerized Files/DRIOQ breast cancer
Hélène Salette
OIIQ

Forum on Nursing Workforce Planning
Gyslaine Desrosiers
OIIQ

Working Group on Medication Policy
Johanne L. Côté
CLSC Haute-Ville

Task force reporting to the Forum on Nursing Workforce Planning
Jocelyne Poirier
Ginette Thériault
Marie Valois
OIIQ

Task Force on Nursing Workforce Strategic Planning
Marie Valois
OIIQ

Technical subcommittee reporting to the Forum on the State of Emergency Services Follow-Up Committee
Sylvie Dubois
Judith Leprohon
Carole Mercier
Louise Villeneuve
OIIQ

Ministerial Task Force on Quebec Telecare
Hélène Salette
OIIQ

MINISTRY OF EDUCATION

Advisory Committee on Nursing Training
Gyslaine Desrosiers
Jocelyne Poirier
Ginette Thériault
OIIQ

NEW PROFESSIONAL EXAMINATION

Committee of Experts
Joanne Buttery
MUHC — Montreal General Hospital
OIIQ

Marie-France Ebacher
Université Laval

Nicole Gravel
Centre hospitalier régional De Lanaudière

Rita Labadie
Centre hospitalier régional de Rimouski

Myriam Lapointe
Complexe hospitalier de la Sagamie

Louise-Marie Lessard
Cégep de Valleyfield
OIIQ project associate

Louiselle Rioux
CLSC le Moulin

OFFICE DES PROFESSIONS DU QUÉBEC

Ordre des sages-femmes Advisory Committee
Marlène Boily
CHUQ — Pavillon Saint-François d'Assise

Task Force on Reserved Titles for Psychotherapists
Andrée Duplantie
Carole Mercier
OIIQ

Mise à jour du système professionnel québécois - Alléger la réglementation et son processus
Claudette Ménard
OIIQ

Mise à jour du système professionnel québécois - Améliorer le rendement des mécanismes de contrôle: l'inspection et la discipline
Sylvie Truchon
OIIQ

Mise à jour du système professionnel québécois - Moderniser l'organisation professionnelle du secteur de la santé et des relations humaines
Valerie Jane Parker-Shannon
MUHC — Montreal General Hospital

QUÉBEC-TRANSPLANT

OIIQ representative on the Board of Directors
Jeanne-Mance Pilon
CHUM — Hôpital Notre-Dame

REGROUPEMENT NAISSANCE RENAISSANCE

Coalition québécoise pour l'allaitement maternel
Hélène Salette
Louise Villeneuve
OIIQ

REVIEW NETWORK ON THE USE OF MEDICATION (RRUM)

Céline Thibault
OIIQ

RÉSEAU D'ÉCHANGE D'INFORMATION DU QUÉBEC SUR LE CANCER DU SEIN

Réseau d'échange d'information du Québec sur le cancer du sein Advisory Committee
Andrée Duplantie
Louise Villeneuve
OIIQ

HEALTH CANADA/HUMAN RESOURCES DEVELOPMENT CANADA

Round table on nursing care
Marie Valois
OIIQ

STATISTICS

REGISTRATION OF STUDENTS

During the year, 3,614 registration certificates were issued to students enrolled in college or university nursing programmes. As at March 31, 2000, 8,780 certificates were in force (**Table 1**). During the year, 1,547 certificates were invalidated because their bearers had either completed or abandoned their studies, and one certificate was revoked.

Table 1
Registration Certificates

In force on April 1, 1999	6,714
Issued during the year	3,614
Invalidated – studies completed or abandoned	(1,547)
Revoked	(1)
In force on March 31, 2000	8,780

PERMITS

As at April 1, 1999, 110,085 Order permits were in force (**Table 2**). During the year, 1,333 permits were issued, and one was revoked. As at March 31, 2000, 111,311 permits were in force, including 39 temporary permits valid for a period of one year, 35 permits related to the application of section 97 of the *Charter of the French Language* and the *Regulation to authorize professional orders to make an exception to the application of section 35 of the Charter of the French Language*, and 3 restrictive permits related to section 40 of the *Charter of the French Language*.

Table 2
Permits in force

In force on April 1, 1999	110,085
Issued during the year	1,333
Revoked	(1)
Temporary permits expired during the year	(30)
Invalidated due to death of bearer	(76)
In force on March 31, 2000	111,311

MEMBERS

As at March 31, 2000, there were 66,421 members (60,595 female nurses and 5,826 male nurses) entered on the roll, representing an increase of 70 members over last year **(Table 3)**.

Table 3

Regional Distribution of Members Entered on the Roll as at March 31, 2000

Regional Order	*Number*	*Percentage*
Abitibi-Témiscamingue	1,418	2.13
Bas-Saint-Laurent/Gaspésie–Îles-de-la-Madeleine	3,264	4.91
Chaudière–Appalaches	3,874	5.83
Côte-Nord	984	1.48
Estrie	2,813	4.24
Laurentides/Lanaudière	7,310	11.01
Mauricie–Bois-Francs	4,051	6.10
Montérégie	12,000	18.07
Montréal/Laval	17,335	26.10
Outaouais	2,291	3.45
Québec	7,666	11.54
Saguenay–Lac-Saint-Jean/Nord-du-Québec	2,997	4.51
TOTAL (in Québec)	**66,003**	**99.37**
In Canada (outside Québec)	220	0.33
Outside Canada	198	0.30
TOTAL (outside Québec)	**418**	**0.63**
GRAND TOTAL	**66,421**	**100.00**

Educational Activities, Conferences and Convention

Throughout the 1999-2000 fiscal year, the OIIQ organized various activities, attended by many members (**Table 1**). They were intended to promote members' ongoing development, keep them abreast of new aspects of professional practice and evaluation, and discuss the issues related to the organizational choices and changes that the profession will face.

Table 1
Educational Activities, Conferences and Convention

Events	*Date (1999-2000)*	*Number of participants*
5th Council of Nurses (CN) conferenceQuébec City	April 26-27, 1999	**625**
Regional CN conference (Bas-Saint-Laurent/Gaspésie–Îles-de-la-Madeleine) Mont-Joli	October 18, 1999	**85**
Les perspectives de l'exercice de la profession d'infirmière en vue d'une démarche d'amélioration continue de la qualité de l'exercice et de l'utilisation d'indicateurs de résultats/client		**243**
• **Agents multiplicateurs project** (11 workshops for ECCN members)		
Chaudière–Appalaches	April 7 and 8, 1999	
Saguenay/Lac-Saint-Jean	April 12 and 13, 1999	
Laurentides/Lanaudière	May 18 and 19, 1999	
Montérégie	May 13 and 14, 1999 November 16 and 17, 1999	
Montréal/Laval	May 10 and 11, 1999 November 30 and December 1, 1999 December 6 and 7, 1999 December 9 and 10, 1999	
Outaouais	October 6 and 7, 1999	
Québec City	November 22 and 23, 1999	
Information Sessions Youth Committee	September 8, 1999	
Committee of Quebec First Nations Nurses in Charge of Nursing	September 14 and 15, 1999	

OIIQ Pre-Convention and Convention	November 7 and 9, 1999	**1,593**
Training workshops (total attendance)	November 7-9, 1999	**240**
–Pain management		
–A thorough examination of medication errors		
–Initial assessment and electro-cardiogram of patients with symptoms of myocardial infarction		
–Balancing a living environment and a care environment		
–Smoking cessation		
–Food Allergies... Don't Take Any Chances!		
–Writing with the reader in mind		
–Using the media to your advantage		
Continuing Education Conference on "Food Allergies: Don't Take Any Chances!"	March 25 and April 29, 1999	**250**
In partnership with the Association québécoise des allergies alimentaires, the Ministry of Health and Social Services, the Ordre professionnel des diététistes du Québec and the Association of Allergists and Immunologists of Quebec		
Recognizing the Needs of the Elderly in Order to Provide Better Care	May 19, 1999	**67**
A half-day event highlighting the International Year of Elderly Persons, organized by the OIIQ, as part of the Salon Hopitex, taking place during the Association des hôpitaux du Québec annual convention.		
Training session for the new professional examination (3 sessions for teachers and professors)		**111**
Chicoutimi	May 20, 1999	
Lévis	May 18, 1999	
Sainte-Foy	May 19, 1999	

PUBLICATIONS 1999-2000

NOTICES, BRIEFS, REPORTS AND POSITION PAPERS

Application des mesures de prévention des infections, Quality of Professional Practice Department, March 2000, 5 p.

Avis demandé par la ministre Marois sur la qualité des soins en période de grève, July 1999, 5 p.

L'Exploitation des personnes âgées, Brief submitted by the Ordre des infirmières et infirmiers du Québec to the Commission des droits de la personne et des droits de la jeunesse as part of its general consultation on this issue, adopted by the OIIQ Bureau at its meeting of February 10, 2000, February 2000, 25 p.

Héma-Québec — Prélèvement sanguin par les aides de collecte pour fins d'analyse, legal notice sent to the blood donor clinic director and union representative, July 30, 1999, 4 p.

Modifications aux articles 7 et 8 de la Loi sur les technologues en radiologie, notice submitted to the president of the l'Office des professions du Québec, December 23, 1999, 3 p.

Négociations sous l'égide de l'Organisation mondiale du commerce/Échanges transfrontaliers de services professionnels, comments addressed to the federal government, Quebec government, and the Office des professions du Québec regarding professional orders' obligations with respect to professional services, and pointing out that it is important for public authorities to consult professional orders, November, 1999.

Plan d'effectifs en soins infirmiers en CHSLD, notice sent to the DN of the Centre de santé de la Minganie, January 20, 2000, 2 p.

Projet de loi nº 28 sur la Loi sur les sages-femmes, notice submitted to the Minister of Justice and Minister responsible for the application of legislation respecting professions, May 28, 1999, 6 p.

Rapport sur la mise en œuvre de la Loi sur le Conseil des aînés (submitted to the Commission de la culture as part of the general consultation undertaken pursuant to section 21 of the *Act respecting the Conseil des aînés)*, adopted by the Order Bureau at its meeting of February 3, 2000, February 2000, 14 p.

Sécurité et adéquation des soins de santé en centres de détention (letter to the Minister of Public Security), adopted by the Order Bureau on October 1, 1999, October 25, 1999, 3 p.

Les Soins à la clientèle lors d'interruption volontaire de grossesse, notice sent to the president of the Ordre régional des infirmières et infirmiers de l'Estrie, November 29, 1999, 2 p.

Triage à l'urgence — Un processus dynamique pour assurer une évaluation de la condition des patients dès leur arrivée à l'urgence (position paper), Collège des médecins du Québec and Ordre des infirmières et infirmiers du Québec, January 2000, 15 p.

REFERENCE DOCUMENTS

Bilan de la pratique infirmière en milieu scolaire, A. Duplantie, Planning Department, June 1999, 30 p.

Document d'information pour les candidates à l'examen d'admission à la profession d'infirmière au Québec/Candidate's Background Document for the Professional Examination of the Ordre des infirmières et infirmiers du Québec, D. Bellemare, General Administration, October 1999, 26 p.

Évolution des effectifs de la profession infirmière au Québec — Statistiques au 31 mars 1999, M. Valois, General Administration, January 2000, 14 p.

L'Exercice infirmier en santé communautaire — Les services de santé courants et Info-Santé (practice guide), M. Hénault and D. Malo, Quality of Professional Practice Department, June 1999, 61 p.

Nouvelles orientations (2nd edition), J. Leprohon and H. Lévesque-Barbès, Quality of Professional Practice Department, June 1999, 8 p.

Le Plan directeur de l'examen professionnel de l'Ordre des infirmières et infirmiers du Québec/Master Plan for the Professional Examination of the Ordre des infirmières et infirmiers du Québec, L.-M. Lessard, General Administration, December 1999, 46 p.

Répertoire de fiches de référence de l'infirmière pour l'évaluation par téléphone de certaines clientèles, M. Hénault and L. Bertrand, Quality of Professional Practice Department, November 1999, 40 p.

Statistiques sur la population infirmière par région administrative à partir du fichier des membres au 1er novembre 1999 — Profil régional (1 vol. per regional order), M. Valois, General Administration, February 2000.

Statistiques sur la population infirmière par région administrative à partir du fichier des membres au 1er novembre 1999, M. Valois, General Administration, February 2000, 157 p.

Suivi systématique de clientèles dans la communauté, L. Villeneuve, Planning Department, 1999, 48 p.

VIH-sida — Répertoire de ressources, O. Lamy, *L'infirmière du Québec* (supplement to special issue on AIDS Nov./Dec. 1999), Communications Department, 1999, 15 p.

Periodicals

Cll à l'écoute, newsletter of the Councils of Nurses
(Vol. 3, Nos. 8 to 10; Vol. 4, Nos. 1 to 7)

L'infirmière du Québec, official magazine
(Vol. 6, Nos. 5 and 6; Vol. 7, Nos. 1 to 4)

The Journal/Le Journal, supplement to *L'infirmière du Québec*
(Vol. 6, No. 5; Vol. 7, Nos. 1 to 4)

Rapport annuel 1998-1999, 56 p. / *Annual Report 1998-1999*, 74 p.

Répertoire 1998-1999 — Associations et regroupements d'infirmières et infirmiers au Québec, D. Ladouceur, Communications Department, October 1999, 12 p.

Le Scribe, newsletter for nurse educators
(Vol. 1, Nos. 2 to 4; Vol. 2, No. 1).

Statistiques relatives aux infirmières et infirmiers inscrits au tableau au 31 mars 1999, J. Francœur, Admissions Department, October 1999, 18 p.

Promotional Material

Innovation clinique 2000, poster promoting the competition.

Les Infirmières porteuses de solutions et d'espoir/Nurses Providing Care, Solutions and Hope — Nurses Week, May 9-15, 1999, poster and bookmark.

Insigne du mérite 2000 — Présentation d'une candidate et politiques générales, Communications Department, February 2000, 8 p.

Nouveau programme — Appartenance (pamphlet), Admissions Department, January 2000.

Profession : infirmière — Une carrière d'avenir (postcard for the Career Day promotional campaign).

The Path of Nursing—A Window on Health (preliminary program of the Annual Convention and pre-convention), November 7, 8 and 9, 1999.

La Profession d'infirmière à l'heure des choix — Les CII : partenaires du changement ?, program for the 6th Councils of Nursing Conference, April 10 and 11, 2000.

Vers un savoir infirmier sans frontières, 1st invitation and call for papers for the 1st Congrès international des infirmières et infirmiers de la francophonie, November 19–23, 2000.

HEAD OFFICE STAFF AS AT MARCH 31, 2000

PRESIDENT'S OFFICE
Assistant to the President
Ginette Thériault

Administrative Secretary
Suzanne Groulx

GENERAL ADMINISTRATION
Executive Director and Secretary
Hélène Rajotte

Assistant to the Executive Director
Marie Valois

Project Assistant
Monique Chaput

Project Manager—Professional Examination
Danielle Bellemare

Project Assistant—Development of the Professional Examination
Louise-Marie Lessard

Administrative Secretary
Ginette Quirion

Administrative Assistant
Daniel Marleau

Archives
Archivist
Danielle St-Hilaire

COMMUNICATIONS DEPARTMENT
Director
Suzanne Bélanger

Media Relations Coordinator and Editor of *The Journal*
Sylvie Vallières

Administrative Secretary
Diane Ladouceur

Documentation Centre
Head
Maryse Dumas

Library Technicians
Diane Gendron
Lucie Ménard

Purchasing and Bookkeeping Clerk
Sylvie Roy-Eychene

Publishing Service
Head, Editor in Chief
Diane Iezzi

Reviser
Françoise Turcotte-Saint-Pierre

Editor-Reviser
Odile Lamy

Graphist
Judith Pothier

Editorial Technician
Marlène Lavoie

Events Management Service
Head
Linda Piamondon

Events Management Assistant
Catherine Montour

Secretary-Relations Officer
Manon Arbour

PLANNING DEPARTMENT
Director
Ginette Thériault

Counsellors
Sylvie Dubois
Carole Mercier
Jocelyne Poirier
Hélène Salette
Louise Villeneuve

Project Managers
Louiselle Bouffard
Louise Cantin
Marie-Claudine De Pairon

Reference Librarian
Pascale Barcelo

Executive Secretary
Manon Corbeil

Secretaries
Francine Caron
Carole Lambert
Louise Michaud

LEGAL SERVICES DEPARTMENT
Director and Lawyer
Claudette Ménard

Lawyers
Hélène d'Anjou
France Pedneault
Jean Lapointe

Nurse-investigator and Lawyer
Yanick Augustin

Records Coordinator, Secretary of the Committee on Discipline and of the Review Committee
Sonia Amziane

Administrative Secretary
Danièle Potvin

Paralegal
Louise Papineau

ADMISSIONS DEPARTMENT
Assistant Secretary
Pierrette Lange-Sondack

Executive Secretary
Danielle B. Gagné

Traineeship and Equivalence Admission Management
Counsellor
Raymonde Drouin

Secretaries and File Custodians
Suzanne Boulay
Huguette Rémillard

Students Service
Coordinator
Suzanne Ladouceur

File Custodian
Christine Marcotte

Office Clerks
Ginette Tessier
Lola Vigneau

Members Service
Coordinator
Johanne Francœur

Verification Clerk
Claudie Vial

Data Processing Clerk
Nicole Bourassa

Records Clerk (Verification)
Ginette Pelletier

Records Clerk
Joan Baril

Secretary
Chantal Godbout

SYNDIC'S OFFICE
Syndic
Sylvie Truchon

Assistant Syndics
Carole Aubry
Gisèle Besner
Ginette Fortin
Joanne Létourneau
Nicole Tremblay

Executive Secretary
Andrée Mandanice

Secretary
Liette Beaucage
Nicole Joyal

QUALITY OF PROFESSIONAL PRACTICE DEPARTMENT
Director
Judith Leprohon

Assistant Director
Marjolaine Gobeil

Counsellor-Investigators
Denise Durivage
Ginette Lavallière
Jocelyne Legault
Diane Racette
Céline Thibault
Suzanne Vanier

Research Assistant
Hélène Lévesque-Barbès

Counsellors
Manon Bellehumeur
Joanne Buttery
Carole Deshaies
Micheline Watier

Executive Secretary
Lorraine Dionne

Secretaries
Céline Bédard-Montbleau
Thérèse Brouillette
Renée Ouimet
Danielle Primeau

Word Processing Clerk
Nicole Audet

ADMINISTRATIVE SERVICES DEPARTMENT
Director
Michel Jean

Administrative Secretary
Lise Foucreau

Reception/Telecommunications
Telephone System Technician
Martine Wérotte

Telephone Operator and Receptionist
Suzanne Tropper

Accounting
Head
Jean-Pierre Bertrand

Assistant Accountant
Renée Turgeon

Payroll and Accounts Receivable Coordinator
Lise Després

Financial Analyst
Johanne Lamarche

Purchasing and Bookkeeping Clerk
Madeleine Demers

Accounts Payable Officers
Jeanne d'Arc Guay
Chantal Bossé

Human Resources
Personnel Advisor
France Beauséjour

Human Resources Technician
Carmen Pépin

Management Information System
Head
Kim-Dinh Huynh

Senior Analyst
Marie-France Paquet

Programmer Analysts
Quyen Ngoc Bui
Sébastien Gaboury

Network Administrator
Michel Lafleur

Office Systems Technician
John Ruffolo

Consultant
Michel Loranger

Office Automation Technician
France Perron
Nancy Ruest

Computer Operator
Lise Hamel

Building Resources
Head
Ginette Daoust

Specialized Maintenance Worker
Michel Aumont

Housekeepers
Thérèse Beauchamp
Cynthia Douglas
Salvatore Marandola

Mail/Reprography
Manager
Diane Allard

Clerk
Françoise Huot

KPMG

Financial Statements of

ORDRE DES INFIRMIÈRES ET INFIRMIERS DU QUÉBEC

Year ended March 31, 2000

KPMG LLP
Chartered Accountants
2000 McGill College Avenue
Suite 1900
Montréal Québec H3A 3H8

Telephone (514) 840-2100
Telefax (514) 840-2187
www.kpmg.ca

AUDITORS' REPORT TO THE MEMBERS

We have audited the balance sheet of Ordre des infirmières et infirmiers du Québec as at March 31, 2000 and the statements of revenues and expenses, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Ordre's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Ordre as at March 31, 2000 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

The comparative figures have been audited by another firm of chartered accountants.

KPMG LLP

Chartered Accountants

Montréal, Canada

June 2, 2000

KPMG LLP, a Canadian owned limited liability partnership established under the

ORDRE DES INFIRMIÈRES ET INFIRMIERS DU QUÉBEC

Financial Statements

Year ended March 31, 2000

Financial Statements

Balance Sheet 62

Statement of Revenues and Expenses 64

Statement of Changes in Net Assets 65

Statement of Cash Flows 66

Notes to Financial Statements 67

ORDRE DES INFIRMIÈRES ET INFIRMIERS DU QUÉBEC

Balance Sheet

March 31, 2000, with comparative figures for 1999

	General fund	Scholarship and advancement of the profession fund	Liability insurance risk management fund	Special funds (note 2)	2000 Total	1999 Total
Assets						
Current assets:						
Cash	$ 603,372	$ 29,876	$ 516	$ 16,201	$ 649,965	$ 537,400
Temporary investments (note 6)	10,554,389	183,271	–	–	10,737,660	11,960,278
Accounts receivable and accrued interest	597,398	49,874	205,966	3,698	856,936	791,699
Interfund balances	77,545	(938)	(74,802)	(1,805)	–	–
Prepaid expenses	110,462	–	–	–	110,462	105,599
	11,943,166	262,083	131,680	18,094	12,355,023	13,394,976
Long-term investments (note 7)	2,431,933	4,063,001	500,000	204,425	7,199,359	7,106,401
Capital assets (note 8)	2,051,585	–	–	–	2,051,585	1,773,414
	$ 16,426,684	$ 4,325,084	$ 631,680	$ 222,519	$ 21,605,967	$ 22,274,791

	General fund	Scholarship and advancement of the profession fund	Liability insurance risk management fund	Special funds (note 2)	2000 Total	1999 Total
Liabilities and Net Assets						
Current liabilities:						
Accounts payable and accrued liabilities (note 12)	$ 3,417,994	$ 80,000	$ 456	$ –	$ 3,498,450	$ 3,320,514
Contributions collected on behalf of l'Office des professions du Québec	1,025,881	–	–	–	1,025,881	1,098,239
Deferred dues and revenues	10,184,268	–	–	–	10,184,268	10,129,174
	14,628,143	80,000	456	–	14,708,599	14,547,927
Net assets:						
Invested in capital assets	2,051,585	–	–	–	2,051,585	1,773,414
Internally restricted	–	4,245,084	631,224	–	4,876,308	5,706,133
Externally restricted	–	–	–	222,519	222,519	214,229
(Deficiency) unrestricted	(253,044)	–	–	–	(253,044)	33,088
	1,798,541	4,245,084	631,224	222,519	6,897,368	7,726,864
	$ 16,426,684	$ 4,325,084	$ 631,680	$ 222,519	$ 21,605,967	$ 22,274,791

See accompanying notes to financial statements.

ORDRE DES INFIRMIÈRES ET INFIRMIERS DU QUÉBEC

Statement of Revenues and Expenses

Year ended March 31, 2000, with comparative figures for 1999

	General fund	Scholarship and advancement of the profession fund	Liability insurance risk management fund	Special funds (note 2)	2000 Total	1999 Total
Revenues:						
Annual membership dues	$ 10,474,662	$ –	$ –	$ –	$ 10,474,662	$ 10,377,863
Investment income	578,290	283,472	50,233	13,095	925,090	729,674
Share of liability insurance program earnings	–	–	199,167	–	199,167	209,053
Other revenues	1,826,290	–	–	–	1,826,290	1,942,192
	12,879,242	283,472	249,400	13,095	13,425,209	13,258,782
Expenses (note 4)	12,887,203	278,968	722,595	4,805	13,893,571	12,777,629
(Deficiency) excess of revenues over expenses before the following item	(7,961)	4,504	(473,195)	8,290	(468,362)	481,153
Conversion of information systems for the year 2000	361,134	–	–	–	361,134	188,866
(Deficiency) excess of revenues over expenses	$ (369,095)	$ 4,504	$ (473,195)	$ 8,290	$ (829,496)	$ 292,287

See accompanying notes to financial statements.

ORDRE DES INFIRMIÈRES ET INFIRMIERS DU QUÉBEC

Statement of Changes in Net Assets

Year ended March 31, 2000, with comparative figures for 1999

	General funds							2000
	Invested in capital assets	Internally restricted (note 5)	Unrestricted	Total	Scholarship and advancement of the profession fund	Liability insurance risk management fund	Special funds (note 2)	Total
Balance, beginning of year	$ 1,773,414	$ 361,134	$ 33,088	$ 2,167,636	$ 4,240,580	$ 1,104,419	$ 214,229	$ 7,726,864
(Deficiency) excess of revenues over expenses	(443,290)	(361,134)	435,329	(369,095)	4,504	(473,195)	8,290	(829,496)
Investment, net of proceeds on disposal of capital assets	721,461	–	(721,461)	–	–	–	–	–
Balance, end of year	$ 2,051,585	$ –	$ (253,044)	$ 1,798,541	$ 4,245,084	$ 631,224	$ 222,519	$ 6,897,368

	General funds							1999
	Invested in capital assets	Internally restricted (note 5)	Unrestricted	Total	Scholarship and advancement of the profession fund	Liability insurance risk management fund	Special funds (note 2)	Total
Balance, beginning of year	$ 1,569,378	$ 550,000	$ 8,801	$ 2,128,179	$ 4,240,580	$ 870,540	$ 195,278	$ 7,434,577
(Deficiency) excess of revenues over expenses	(331,034)	(188,866)	559,357	39,457	–	233,879	18,951	292,287
Investment, net of proceeds on disposal of capital assets	535,070	–	(535,070)	–	–	–	–	–
	204,036	(188,866)	24,287	39,457	–	233,879	18,951	292,287
Balance, end of year	$ 1,773,414	$ 361,134	$ 33,088	$ 2,167,636	$ 4,240,580	$ 1,104,419	$ 214,229	$ 7,726,864

See accompanying notes to financial statements.

ORDRE DES INFIRMIÈRES ET INFIRMIERS DU QUÉBEC

Statement of Cash Flows

Year ended December 31, 2000, with comparative figures for 1999

	2000	1999
Cash flows from operating activities:		
(Deficiency) excess of revenues over expenses	$ (829,496)	$ 292,287
Adjustments for:		
Gain on disposal of capital assets	(12,051)	(638)
Depreciation of capital assets	455,341	331,672
Changes in working capital items (note 10)	90,572	250,752
	(295,634)	874,073
Cash flows from financing and investing activities:		
Decrease of temporary investments	1,222,618	108,505
Increase in long-term investments	(92,958)	(639,849)
Acquisition of capital assets	(733,928)	(541,131)
Proceeds on disposal of capital assets	12,467	6,061
	408,199	(1,066,414)
Net increase (decrease) in cash	112,565	(192,341)
Cash, beginning of year	537,400	729,741
Cash, end of year	$ 649,965	$ 537,400

See accompanying notes to financial statements.

ORDRE DES INFIRMIÈRES ET INFIRMIERS DU QUÉBEC

Notes to Financial Statements

Year ended December 31, 2000

The Ordre, incorporated under the Nurses Act and the Code des professions, administers funds provided by members. It is a non-profit organization under the Income Tax Act.

1. **Principal accounting policies:**

(a) General fund:

The general fund includes current operation activities.

(b) Scholarships and advancement of the profession fund:

The Ordre created this fund to finance scholarships granted by members of the Bureau to nurses who submitted applications to pursue Bachelor's, Master's or Ph.D. degrees, to promote the profession and to finance applications for assistance or sponsorships relating to nursing training and research in nursing science.

(c) Liability insurance risk management fund:

This fund includes the operations of the Professional liability insurance program for members of the Ordre des infirmières et infirmiers du Québec. This fund includes a contingency reserve to minimize the effect of any future fluctuations in premiums. The fund also includes a prevention reserve to support certain activities which will decrease future nursing risk. Any operating deficit will be offset with the contingency reserve.

(d) Special funds:

Special funds are composed of endowment fund given to the Ordre by third parties and administered by it for the purposes specified by the third parties.

(e) Temporary investments:

Temporary investments are recorded at the lower of cost and market value.

(f) Long-term investments:

The long-term investments are accounted for at cost. If a permanent decline of value occurred, the investment will be written down in the year of the loss.

1. **Principal accounting policies (continued):**

(g) Depreciation:

Capital assets are recorded at cost and are depreciated over their estimated useful lives according to the following methods and annual rates:

	Method	Rate
Building	Straight-line	5%
Leasehold improvements	Straight-line	20%
Furniture and office equipment	Diminishing balance and straight-line	20% to 33%

Works of art included in furniture and office equipment are recorded at the fair value established when they are donated and are not depreciated.

(h) Deferred dues and revenue:

The period covered by annual dues corresponds to the Ordre's fiscal year. Dues received prior to the end of that period for a subsequent period are carried forward and shown as current liabilities.

(i) Use of estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from such estimates.

(j) Controlled organization:

The Ordre appoints some directors of the Fondation de recherche en sciences infirmières du Québec Board of Directors. The accounts of the Ordre and the Foundation are not consolidated.

2. Special funds:

	E. Frances Upton emergency fund	M.G. Dolores Côté education fund	B. Héon Tremblay library fund	2000 Total	1999 Total
Revenues, expenses and net assets:					
Revenues	$ 7,628	$ 3,662	$ 1,805	$ 13,095	$ 32,743
Expenses	–	3,000	1,805	4,805	13,792
Excess (deficiency) of revenues over expenses	7,628	662	–	8,290	18,951
Restricted net assets, beginning of year	114,030	70,199	30,000	214,229	195,278
Restricted net assets, end of year	$ 121,658	$ 70,861	$ 30,000	$ 222,519	$ 214,229

	E. Frances Upton emergency fund (a)	M.G. Dolores Côté education fund	B. Héon Tremblay library fund	2000 Total	1999 Total
Balance sheet:					
Assets:					
Cash	$ 15,612	$ 180	$ 409	$ 16,201	$ 2,667
Temporary investments	–	–	–	–	7,886
Amount due to general fund	–	–	(1,805)	(1,805)	–
Accrued interest	1,600	702	1,396	3,698	3,578
Long-term investments	104,446	69,979	30,000	204,425	200,098
	$ 121,658	$ 70,861	$ 30,000	$ 222,519	$ 214,229

3. Other revenues:

	2000	1999
General fund:		
Licensing	$ 638,053	$ 723,542
Communications	963,639	964,929
Administrative services	107,596	86,433
Other services	117,002	167,288
	$ 1,826,290	$ 1,942,192

4. Expenses:

	2000	1999
General fund:		
Portion paid to sections	$ 1,044,899	$ 974,186
Annual general meeting	636,879	536,029
Statutory committees	228,890	276,997
General administration	1,008,223	875,128
Legal services	571,814	502,058
Planning	695,150	763,565
Licensing	1,317,681	1,298,811
Trustee's office	777,840	835,100
Quality care	1,304,666	1,260,819
Administrative services	3,149,575	2,829,669
Communications	657,519	685,202
Publishing and documentation	1,494,067	1,234,470
Special projects	–	397,324
	$ 12,887,203	$ 12,469,358
Scholarships and advancement of the profession fund:		
Investment committee expenses	$ 1,422	$ 1,736
Donation to the Fondation de recherche en sciences infirmières du Québec	80,000	70,248
Donations and scholarships	197,546	218,562
	$ 278,968	$ 290,546
Liability insurance risk management fund:		
Administration	$ 5,793	$ 3,933
Prevention programs	716,802	–
	$ 722,595	$ 3,933

5. Net assets internally restricted:

During the year, an amount of $361,134 (1999 - $188,866) was made available to provide the cost of making computer systems Year 2000 compliant.

6. Temporary investments:

	2000	1999
General fund:		
Discounted notes, 5.70%	$ 599,999	$ 102,527
Commercial paper, 5.25% to 5.59%	2,464,865	2,461,948
Banker's acceptances, 5.05% to 5.36%	4,086,734	3,788,740
Term deposits, 5.21% to 5.79%	1,097,695	3,225,903
Bonds, 5.3% to 5.7%	1,960,494	1,382,619
Strip coupons on bonds	–	292,079
Cash	344,602	21,302
	$ 10,554,389	$ 11,275,118

	2000	1999
Scholarships and advancement of the profession fund:		
Bankers' acceptances, 4.62%	$ 183,271	$ 298,065

Temporary investments mature on various dates until March 2001.

As at March 31, 2000, the market value is $10,780,860 (1999 - $11,593,953) based on the last bid price.

7. Long-term investments:

	2000	1999
General fund:		
Strip coupons on bonds, 5.38%, maturing in June 2023	$ 14,951	$ 64,679
Bonds, 3.75% to 8%, maturing on various dates from August 2000 until June 2023	1,047,985	1,354,895
Shares, at cost	1,102,418	1,046,246
Treasury bonds	266,579	–
	$ 2,431,933	$ 2,465,820

7. Long-term investments (continued):

	2000	1999
Scholarships and advancement of the profession fund:		
Bonds, 5.13% to 9%, maturing on various dates from September 2000 until October 2009	$ 3,278,969	$ 3,284,991
Shares, at cost	784,032	655,492
	$ 4,063,001	$ 3,940,483

	2000	1999
Liability insurance risk management fund:		
Demand term deposit, rate of Canada Savings Bonds plus 0.5% (4.26% on March 31, 2000)	$ 500,000	$ 500,000

The term deposit is reserved to guarantee payment of compensation and fluctuations in premiums relating to the professional liability insurance program for the members at the Ordre des infirmières et infirmiers du Québec.

	2000	1999
Special funds:		
Bonds, 5.1% to 6.35%, maturing on various dates from June 2000 until June 2009	$ 144,000	$ 140,000
Shares, at cost	60,425	60,098
	$ 204,425	$ 200,098

As at March 31, 2000, the market value of long-term investments is $6,784,243 (1999 - $6,969,993) based on the last bid price.

8. Capital assets:

	Cost	Accumulated depreciation	2000 Net book value	1999 Net book value
Land	$ 241,260	$ –	$ 241,260	$ 241,260
Building	1,864,660	1,321,223	543,437	390,234
Leasehold improvements	1,524,886	895,935	628,951	419,329
Furniture and office equipment	2,185,352	1,547,415	637,937	722,591
	$ 5,816,158	$ 3,764,573	$ 2,051,585	$ 1,773,414

As at March 31, 2000, the depreciation expense amounts to $455,341 (1999 - $331,672).

As at March 31, 2000, the works of art included in furniture and office equipment represent a book value of $115,936 (1999 - $115,936).

9. Bank credit:

The Ordre has an authorized bank line of credit of $500,000, bearing interest at the prime rate of the financial institution and maturing in July 2000. As at March 31, 2000, the credit is not in use.

10. Changes in working capital items:

	2000	1999
Increase in accounts receivable and accrued interest	$ (65,237)	$ (41,787)
Decrease (increase) in prepaid expenses	(4,863)	15,028
Decrease (increase) in accounts payable and accrued liabilities	177,936	(75,743)
Increase in deferred dues and revenues	55,094	207,685
Decrease (increase) in contributions collected on behalf of l'Office des professions du Québec	(72,358)	145,569
	$ 90,572	$ 250,752

11. Pension plan:

The Ordre provides its employees with a defined benefit pension plan after one year of service. Based on the actuarial valuation as at January 1, 1999, the pension plan had assets of $13,517,222 and the discounted value of accrued pension benefits was $12,000,553.

Since September 12, 1999, the Ordre benefited from a contributory holiday. The pension costs for the year amounted to $220,224 (1999 - $143,071).

12. Controlled organization:

The Fondation en recherche en sciences infirmières du Québec (FRESIQ) was incorporated by letters patent on October 20, 1987 and began its activities during 1998. The object of the Fondation is to provide research and educational grants to Québec nurses who wish to undertake research that promotes the progress of nursing sciences and who desire to improve themselves.

Financial information coming from the financial statements of the Fondation de recherche en sciences infirmières du Québec (FRESIQ) as at March 31:

FRESIQ General funds	2000	1999
Assets	$ 131,732	$ 108,660
Liabilities	$ 83,723	$ 7,421
Net assets	48,009	101,239
	$ 131,732	$ 108,660

	2000	1999
Results of activities:		
Revenues	$ 36,912	$ 114,997
Expenses	90,142	71,951
Excess of (expenses over revenues) revenues over expenses	$ (53,230)	$ 43,046

12. Controlled organization (continued):

As at March 31, accounts payable and accrued liabilities of the Ordre include the following amounts payable to the FRESIQ:

	2000	1999
General fund of the Ordre	$ 15,097	$ –
Scholarship and advancement of the profession fund	80,000	–
	$ 95,097	$ –

13. Comparative figures:

Certain comparative figures have been reclassified to conform with the presentation adopted in the current year.